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# मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 10]

भोपाल, शुक्रवार, दिनांक 7 मार्च 2014—फाल्गुन 16, शक 1935

## भाग ४

विषय-सूची

- |                            |                               |                                  |
|----------------------------|-------------------------------|----------------------------------|
| (क) (1) मध्यप्रदेश विधेयक, | (2) प्रवर समिति के प्रतिवेदन, | (3) संसद में पुरःस्थापित विधेयक. |
| (ख) (1) अध्यादेश,          | (2) मध्यप्रदेश अधिनियम,       | (3) संसद् के अधिनियम.            |
| (ग) (1) प्रारूप नियम,      | (2) अन्तिम नियम.              |                                  |

### भाग ४ (क) कुछ नहीं

### भाग ४ (ख)

### अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

Bhopal, the 4th March 2014

No. R-93-cc-2014-XXXVIII.—In exercise of the powers conferred by sub-section (1) of Section 28 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007, the State Government hereby makes, the first ordinance of the Sri Satya Sai University of Technology & Medical Sciences, Sehore (M. P.) is hereby published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 under Section 35. The first Ordinance of the University shall come in to force from the date of notification.

### THE FIRST ORDINANCES

By order and in the name of the Governor of Madhya Pradesh,  
M. S. RAGHUWANSHI, Dy. Secy.

## SRI SATYA SAI UNIVERSITY OF TECHNOLOGY &amp; MEDICAL SCIENCES

## Ordinance

No. 1 of 2013

## FACULTIES AND DEPARTMENT OF UNIVERSITY

The University shall have following faculties mentioned in column (1) and Departments as mentioned in column (2) :

Sr. No.	Faculty (01)	Department (02)
1	Faculty of Science	<ul style="list-style-type: none"> <li>• Bio- Sciences</li> <li>• Bio-Technology</li> <li>• Chemistry</li> <li>• Mathematics</li> <li>• Physics</li> <li>• Nuclear Physics</li> </ul>
2	Faculty of Home Science	<ul style="list-style-type: none"> <li>• Home Science</li> <li>• Food Science Technology</li> </ul>
3	Faculty of Education	<ul style="list-style-type: none"> <li>• Adult and Continuing Education &amp; Extension</li> <li>• Education</li> <li>• Physical Education</li> <li>• Teacher Training and Non-Formal Education</li> </ul>
4	Faculty of Commerce	<ul style="list-style-type: none"> <li>• Commerce and Business Studies</li> <li>• Bachelor of Banking Management</li> </ul>
5	Faculty of Management	<ul style="list-style-type: none"> <li>• Management Studies</li> <li>• Rural Management</li> <li>• Health Management</li> <li>• Hotel Management &amp; Catering Technology</li> <li>• Travel &amp; Tourism</li> <li>• Disaster Management</li> </ul>
6	Faculty of Engineering and Technology	<ul style="list-style-type: none"> <li>• Aeronautical Engineering</li> <li>• Chemical Engineering</li> <li>• Civil &amp; Structural Engineering</li> <li>• Computer Science &amp; Engineering</li> </ul>

		<ul style="list-style-type: none"> <li>• Electrical &amp; Electronics Engineering</li> <li>• Electronics &amp; Communication Engineering</li> <li>• Food Engineering</li> <li>• Information Technology</li> <li>• Mechanical Engineering</li> <li>• Mining &amp; Minerals</li> <li>• Textile</li> <li>• Architecture</li> <li>• Fire Technology &amp; Safety Engineering</li> <li>• Nano-technology</li> <li>• Electronics &amp; Instrumentation Engineering</li> <li>• Electrical Engineering</li> <li>• Printing &amp; Media Technology</li> <li>• Environmental Engineering</li> <li>• Bio-Medical Engineering</li> <li>• Biotechnology</li> </ul>
7	Faculty of Computer Sciences & Application	<ul style="list-style-type: none"> <li>• Computer Arts, Animation and Gaming?</li> <li>• VAFX</li> <li>• Computer Sciences &amp; Application</li> </ul>
8	Faculty of Media Studies	<ul style="list-style-type: none"> <li>• Mass Communication</li> <li>• Journalism</li> <li>• Public Relations</li> <li>• Advertising</li> <li>• Printing and Media Studies</li> <li>• Photography &amp; Video- shooting</li> </ul>
9	Faculty of Fine Arts	<ul style="list-style-type: none"> <li>• Applied Art</li> <li>• Graphic Art</li> <li>• Painting</li> <li>• Sculpture</li> </ul>
10	Faculty of Humanities & Social Sciences	<ul style="list-style-type: none"> <li>• Economics</li> <li>• Women Studies</li> <li>• Philosophy</li> <li>• Political Science</li> </ul>

		<ul style="list-style-type: none"> <li>• Population Studies</li> <li>• Psychology</li> <li>• Rural Development</li> <li>• Social Work</li> <li>• Sociology</li> <li>• Public Administration</li> <li>• Library and Information Science</li> <li>• History and culture</li> </ul>
11	Faculty of Languages	<ul style="list-style-type: none"> <li>• English</li> <li>• Hindi</li> <li>• Foreign Languages</li> <li>• Urdu</li> </ul>
12	Faculty of Agriculture	<ul style="list-style-type: none"> <li>• Agriculture &amp; Agronomy</li> <li>• Plant Breeding</li> <li>• Animal Husbandry</li> <li>• Horticulture</li> <li>• Plant Pathology</li> <li>• Soil Sciences &amp; Agriculture Chemistry</li> <li>• Food Processing</li> </ul>
13	Faculty of Law	<ul style="list-style-type: none"> <li>• Law &amp; Legal Studies</li> </ul>
14	Faculty of Performing Arts	<ul style="list-style-type: none"> <li>• Dance</li> <li>• Instrumental Music</li> <li>• Musicology</li> <li>• Vocal music</li> </ul>
15	Faculty of Medical Sciences	<ul style="list-style-type: none"> <li>• Public Health</li> <li>• Biochemistry</li> <li>• Biostatistics &amp; Medical Information</li> <li>• Community Medicine</li> <li>• Preventive &amp; Social Medicine</li> <li>• Medicine</li> <li>• Nursing</li> <li>• Optometry</li> <li>• Health &amp; Hygiene</li> </ul>



		<ul style="list-style-type: none"> <li>• Paramedical Sciences</li> <li>• Diet &amp; Nutrition</li> <li>• Hospital Management</li> <li>• Healthcare Management</li> <li>• Health Services &amp; Management</li> <li>• Dental Sciences</li> <li>• Physiotherapy</li> <li>• Pharmacology</li> </ul>
16	Faculty of AYUSH	<ul style="list-style-type: none"> <li>• Ayurveda</li> <li>• Yoga &amp; Naturapathy</li> <li>• Unani, Sidha</li> <li>• Homeopathy</li> </ul>
17	Faculty of Vocational studies	Different Vocational Courses

Other Faculties and Department can be created as per the Decision of the Academic Council and after approval of the Governing Body of the University, subject to approval of the Regulatory Commission.

**List of Vocational Certificate & Diploma Vocational Course**

S. No.	Course	Duration	Eligibility for Candidates
<b>Faculty of Science</b>			
1	Diploma in Analytical Chemistry	6 Months	B.Sc
2	Diploma in Biotechnology	6 Months	12 <sup>th</sup> pass with Biology/Maths
3	Diploma in Computation Mathematics	6 Months	12 <sup>th</sup> pass with Maths
<b>Faculty of Home Science</b>			
1	Certificate in Cutting, Tailoring and Dress Making (CCTDM)	3 Months	10 <sup>th</sup> pass
2	Certificate in Fashion Designing	3 Months	10 <sup>th</sup> pass
3	Diploma in Interior Decoration	1 year	12 <sup>th</sup> pass
<b>Faculty of Education</b>			
1	Certificate in Early Childhood and Education	6 Months	10 <sup>th</sup> pass
2	Diploma in Nursery (Pre-Primary) Teaching & <del>...</del>	12 Months	10 <sup>th</sup> pass

	Training (NTT)		
3	Certificate in Primary Teaching (CPT)	6 Months	12 <sup>th</sup> pass
4	Certificate in Primary Curriculum and Instruction (CPC)	6 Months	12 <sup>th</sup> pass with Certificate in Primary Teaching (CPT) or equivalent
Faculty of Commerce			
1	Diploma in Accounting & Auditing	6 Months	12 <sup>th</sup> pass with Commerce / Maths
2	Diploma in Banking	6 Months	12 <sup>th</sup> pass with Commerce / Maths
3	Diploma in Banking & Finance	6 Months	12 <sup>th</sup> pass with Commerce / Maths
4	Diploma in Export Procedure & Documentation	6 Months	12 <sup>th</sup> pass with Commerce
5	Diploma in Financial Accounting (DFA)	6 Months	12 <sup>th</sup> pass
6	Diploma in Import-Export Management	6 Months	12 <sup>th</sup> pass
7	Diploma in Taxation	6 Months	12 <sup>th</sup> pass
Faculty of Management			
1	Diploma in Hospitality Management	6 Months	10 <sup>th</sup> pass
2	Diploma in Human Resource Management	6 Month	Graduate
3	Diploma in Personal Secretaryship	6 Months	10 <sup>th</sup> pass
4	Diploma in Retail Management	6 Months	12 <sup>th</sup> pass
5	Diploma in Security Guards Management	6 Months	12 <sup>th</sup> pass
6	Diploma in Entrepreneurship Development	6 Months	12 <sup>th</sup> pass
7	Diploma in Statistical Quality Control	6 Months	12 <sup>th</sup> pass
Faculty of Engineering and Technology			
1	Diploma in AutoCAD	6 Months	Diploma in Engg./Graduate in any Subject
2	Diploma in Diesel Engine Repairing (DDER)	6 Months	10 <sup>th</sup> pass
3	Diploma in Electrical Technician (DET)	6 Months	12 <sup>th</sup> pass
4	Diploma in Electronic Equipment Maintenance	6 Months	12 <sup>th</sup> pass

5	Diploma in Hi-Tech Welding Technology (DHWT)	6 Months	10 <sup>th</sup> pass
6	Diploma in Industrial Safety	6 Months	10 <sup>th</sup> pass
7	Diploma in Industrial Safety & ISO 14000 Series	12 Months	10 <sup>th</sup> pass
8	Diploma in Inverter & UPS Repairing	6 Months	10 <sup>th</sup> pass
9	Diploma in Mobile & Telephony	6 Months	10 <sup>th</sup> pass
10	Diploma in Mobile and Telephone Instruments and Repairing (DMTIR)	6 Months	10 <sup>th</sup> pass
11	Diploma in Motor & Transformer Winding	6 Months	10 <sup>th</sup> pass
12	Diploma in Radio and TV Technician (DRTT)	6 Months	12 <sup>th</sup> pass
13	Diploma in Refrigeration and Air-conditioning	6 Months	12 <sup>th</sup> pass
14	Diploma in Stenography (Hindi/English)	6 Months	10 <sup>th</sup> pass
15	Diploma in Stereo & CD Player Repairing	6 Months	12 <sup>th</sup> pass
Faculty of Computer Science & Application			
1	Certificate in 'C' Programming	3 Months	10 <sup>th</sup> pass
2	Certificate in Computer Application	3 Months	10 <sup>th</sup> pass
3	Certificate in 'C++' Programming	3 Months	10 <sup>th</sup> pass
4	Certificate in Client Server Technology (CCST)	3 Months	10 <sup>th</sup> pass
5	Certificate in Computer Networking (CCN)	3 Months	10 <sup>th</sup> pass
6	Certificate in Computer Hardware & Networking	3 Months	12 <sup>th</sup> pass
7	Certificate in Computer Programming	3 Months	10 <sup>th</sup> pass
8	Certificate in Computerized Fashion Designing (CCFD)	6 Months	10 <sup>th</sup> pass
9	Certificate in Computerized Financial Accounting	6 Months	10 <sup>th</sup> pass
10	Certificate in Desk Top Publishing (CDTP)	3 Months	10 <sup>th</sup> pass
11	Certificate in DTP with Computerized Design	3 Months	10 <sup>th</sup> pass
12	Certificate in Java Programming (CJP)	3 Months	12 <sup>th</sup> pass
13	Certificate in Laptop Repairing (CLR)	3 Months	12 <sup>th</sup> pass
14	Certificate in Library Automation	3 Months	12 <sup>th</sup> pass
15	Certificate in Ms Office (CMO)	3 Months	10 <sup>th</sup> pass
16	Certificate in Multipurpose Computer Technician	3 Months	10 <sup>th</sup> pass
17	Certificate in Multipurpose Electronic Technician	6 Months	10 <sup>th</sup> pass

18	Certificate in Object Oriented Programming Language	3 Months	10 <sup>th</sup> pass
19	Certificate in Office Automation & Internet	3 Months	10 <sup>th</sup> pass
20	Certificate in Software Testing	6 Months	12 <sup>th</sup> pass
21	Certificate in Web Design, Animation & Advertisement	6 Months	12 <sup>th</sup> pass
22	Certificate in Word Processing (Hindi/ English)	6 Months	10 <sup>th</sup> pass
23	Certificate in Web Designing	6 Months	10 <sup>th</sup> pass
24	Diploma in Web Design	6 Months	10 <sup>th</sup> pass
25	Certificate in Cloud Computing	6 Months	10 <sup>th</sup> pass
<b>Faculty of Media Studies</b>			
1	Diploma in Television Video Production	12 Months	12 <sup>th</sup> pass
<b>Faculty of Social Sciences</b>			
1	Certificate in Human Rights	6 Months	Graduate
<b>Faculty of Humanities and Languages</b>			
1	Certificate in Communicative & Competitive Skills	3 Months	12 <sup>th</sup> pass
2	Certificate in Communicative English	3 Months	12 <sup>th</sup> pass
3	Certificate in Spoken English	3 Months	12 <sup>th</sup> pass
<b>Faculty of Agriculture</b>			
1	Certificate in Horticulture	6 Months	10 <sup>th</sup> pass
2	Certificate in Nursery Development and Nursery Management & Environmental Protection	6 Months	10 <sup>th</sup> pass
<b>Faculty of Medical Science</b>			
1	Diploma in Medical Laboratory Technology (DMLT)	12 Months	12 <sup>th</sup> pass
2	Diploma in Physiotherapy (DPT)	12 Months	12 <sup>th</sup> pass
3	Diploma in Public Health and Hygiene	6 Months	10 <sup>th</sup> pass
4	Diploma in Yoga	6 Months	12 <sup>th</sup> pass

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 02 of 2013****ADMISSION OF STUDENTS**

- (1) In this Ordinance, unless there is anything repugnant to the subject or context:
- (a) "Qualifying Examination" means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to Bachelor's or Post Graduate Degree or Diploma / Certificate courses conferrable by this University.
- (b) "Equivalent Examination" means an examination, which has been conducted by:
- (i) Any recognized Board of Secondary Education, or
  - (ii) Any Indian university incorporated by any law in force for the time being, and recognized by this University as equivalent to its corresponding examination.
  - (iii) Any foreign University / Board examination that has been recognized by Association of Indian Universities as equivalent to +2 stage qualification or Bachelor degree Programme.
- (2) A Student seeking admission to a Institute or University Teaching Department shall, on or before the date prescribed for submission of applications for admission by the Head of the Institution concerned will submit his/her application on the prescribed form to be obtained from the institution on payment of the prescribed fee.
- (i) Provided that the reservation of seats and relaxation in percentage of minimum of marks wherever prescribed in respect of students belonging to Scheduled Castes, Scheduled tribes, OBCs, Physically Handicapped, Sons/ Daughter /Grand-sons/Grand-Daughters of freedom fighters shall be as decided by State Government from time to time.
  - (ii) Provided also that admission to courses related to Health Science shall be as per the applicable guidelines / instructions of Medical Council of India, Dental Council of India/India Nursing Council, Pharmacy Council of India & other regulatory bodies & Govt. of M.P., Directorate of Medical Educational (M.P.).
  - (iii) The list of admitted students in Medical and other related Courses shall also be made available to MCI/DCI as well as director, Medical education, Government of MP, the Regulatory Commission and AFRC if required within one week from the last date of admission.

- (3) The list of admitted students in Medical & other related courses shall also be made available to MCI/DCI as well as to Director medical education department, govt. of M.P., the regulatory commission and AFRC if required within one week from the last date of admission.
- (4) The University shall follow the normal admission process to all courses, specified as below:-
- (i) The University will issue the admission notification on the University's website, in newspapers, notice board of the University and in other publicity media before the commencement of new academic session.
  - (ii) List of candidates provisionally selected shortlisted for admission / shortlisted will be displayed on the notice board of University and University's website. Also, the students will be informed individually regarding their admission.
  - (iii) The candidates whose results of qualifying exams are awaited can also apply, and they will be admitted provisionally. Such candidates, however, must produce the previous year's mark sheet, school/college certificate as a proof of fulfilling required eligibility criteria before the due date, failing which; the provisional admission cannot be granted. The candidates so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
  - (iv) If a candidate admitted provisionally under sub clause (iii) mentioned above fails has not obtained the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him/her will be cancelled.
  - (v) The application form may be rejected due to any of the following reasons:
    - a) The candidate does not fulfill the eligibility conditions.
    - b) The Candidate has been debarred on disciplinary grounds from any colleges/ University/ Institution
    - c) The prescribed fees is not paid.
    - d) The application form is not signed by the candidate and his/her parent/guardian, wherever required.
    - e) Required documents for admission are not enclosed.
  - (vi) Enrollment will be assigned to the student by the University after verification & submission of all required documents/fees.

- (vii) Admission rules as framed by the University shall be applicable for all admissions from time to time and all the decisions shall be final.
- (viii) A complete list of the students admitted in various courses will be submitted to the Regulatory Commission in soft / hard copies within 15 days of completion of admission.

(5) Following documents should be enclosed along with Admission form-

- (i) The School or Institution Leaving Certificate signed by the Head of the Institution last attended by the student.
  - (ii) True copy of the Marksheet of marks showing that the applicant has passed the qualifying examination, and in the case of a student, who passed the examination as a private candidate, a certificate signed by two responsible persons certifying the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh or a University other than this University, he/she shall submit in addition to the School or Institution leaving certificate an eligibility or a Migration Certificate from the Secretary or Registrar of such Board or University as the case may be, together with immigration fee as decided by the University.
- (6) (i) No Student shall be admitted to an institute for pursuing a course of study for the initial year of the first Degree under any faculty unless he/she has passed the final examination held under the Madhya Pradesh Madhyamik Shikshan Adhiniyam, 1965 (23 Of 1965), (i.e. any recognized Board of Secondary Education) or an examination declared equivalent to such examination by the University or some other qualifying examination as may be prescribed from time to time. For admissions to Post-graduate courses, a candidate should fulfill minimum educational criterion decided by regulatory body from Institution/ University recognized by UGC.
- (ii) No student enrolled in the University shall be admitted to any subsequent higher class in any institution unless he/she has passed the examination qualifying him/her to appear for the examination for which he/she will be appearing. Provided that a student who is eligible to appear at a Supplementary or second examination may be provisionally admitted to a subsequent higher class, but

he/she shall revert to the lower class, if he/she is not declared as successful in such examination.

- (iii) No student migrating from any other University shall be admitted to any class in an Institution unless he/she has passed the examination, which has been declared by the University as equivalent to the qualifying examination for a student of the University.
- (iv) Without prejudice to the provision contained in sub-clause (iii) above, no student migrating from any other University shall be admitted to any class in an institute without the prior permission of the Board of Management, either by any general or special direction. Such permission is mandatory.
- (v) An applicant for admission to a course leading to a Bachelor's Degree shall not be admitted unless he/she is prepared to appear in all the subjects prescribed for the particular degree examination.
- (vi) Students who were earlier pursuing education from other Institutions/ Universities and have left studies in between and now wishing to pursue studies, will be given admissions in same/ next class, subject to approval from Academic Council of the University and he/ she should clear the subjects as per equivalency report of the University, provided there is scope of completing his/her Degree in prescribed time period. Such cases will be dealt as special cases & should complete their Degree in five years. This provision shall not be applicable to students who were expelled or rusticated from previous Institute on disciplinary ground or ragging issues.
- (7) (i) No student who has passed a part of any degree/ Post-graduate examination from another University shall be admitted to subsequent higher class for such examination in any institute without the approval of the Vice-Chancellor.
- (8) (i) Admission of students to various Institute will be done as per admission scheduled declared by the Vice-Chancellor. The Vice-Chancellor can make changes in the admission procedure.
- (ii) Candidates coming on transfer from other Universities due to the transfer of their Parents/ Guardians or any other genuine reason will be given admission beyond the last date for admission, subject to the provisions of 5(ii) & 5(iii).
- (9) A complete list of all students admitted to the institutions/ departments shall be forwarded by the Head of the Institute to the Registrar of the University by the last date (or as per the last date declared in the academic calendar of the University) with a



certificate that all admissions have been made as per University rules and that no exception has been made.

- (i) A student shall be Enrolled as a member of an institute as soon as he/she is admitted by the Head of the Institution and has paid the prescribed fees.
  - (ii) A student seeking admission to an Institution after the commencement of the session shall be required to pay tuition fee from July of the year/ or as directed by Academic Council of the University.
- (10) The Head of the Institute may permit a student to change his/her optional subject for a course with the approval of the Vice-Chancellor, within 30 days of start of the course.
- (11) A student migrating from one Institute to another under the jurisdiction of the University shall not be required to pay such installments of tuition fees if he/she has already paid in the Institution from which he/she is migrating.
- (12) A Student who is enrolled in the University may apply for a change, correction or alternation in one's own name or surname to the Registrar of the University along with prescribed fees, affidavit and required documents.
- (13) (i) If a student is found guilty of breach of discipline or misconduct within or outside the premises of University or an Institute or persistent idleness or has been guilty of misconduct, the Head of the Institute at which such student is studying or the Vice-Chancellor / Registrar may according to the nature and gravity of the offence-
- (a) Suspend such a student from attending classes for not more than a week at a time, or
  - (b) Expel such a student from the institution
  - (c) Disqualify such a student from appearing at the next ensuing examination; or
  - (d) Rusticate such a student.
- (ii) Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons in writing for inflicting the punishment.
- (iii) The Head of the Institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.

- (iv) The period during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his attendance for appearing at an examination provided if he is found innocent.
- (v) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled student.
- (14) Reservation to SC/ST/Other categories students shall be observed as per rules of Government of M.P. Guidelines from time to time. Concessions/Scholarship to SC/ST/Physically Handicapped and Girls candidates shall be given as per Government of M.P. Guidelines from time to time and as decided by Board of Management of University.
- (15) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors/Heads of the Institutions/Departments. The decision of the Vice-Chancellor shall be final.

## SRI SATYA SAI UNIVERSITY TECHNOLOGY &amp; MEDICAL SCIENCES

## ORDINANCE

No. 03 of 2013

REGISTRATION OF STUDENT AND THEIR ADMISSION TO THE COURSES OF  
STUDY AND TEACHING METHODOLOGY

- (1) For registration / enrollment in the University courses of study, a candidate must apply on prescribed format and submit the application form alongwith the attested copy of the mark sheet of the qualifying examination and University fees. The registration form will be forwarded by the head of the Institute to the Registrar of the University.
- (2) On receipt of the registration form at the University Institute the candidates will be allotted a temporary registration number
- (3) The registration application form will be subject to verification by the University and after due verification, the candidates will be given a permanent registration number
- (4) The application for admission of the student can be sent directly or through guidance centre or post or can be applied online. Any student from India or abroad seeking admission in the University can interact online with University. Mode of instruction of teaching of such student shall be decided by the Academic Council of the University
- (5) The Validity of the registration of student for different course will be as under-

S.No.	Name of Courses	Maximum Validity period (year)
1	Certificate and one year Diploma course	2
2	Two year Degree and Masters Degree course	4
3	Three Year Degree Course	6
4	Four year Degree Course	8
5	Five Year Integrated Degree Course	10

- (6) No person who has been convicted by a court of justice and is undergoing punishment or is under expulsion or rustication from another University shall be admitted to any course of study during the period for which the sentence is in operation.

- 
- (7) (i) A student who is registered with the University may apply for a change/ correction or alteration in one's own name or surname to the Registrar of the University with a fee as prescribed by University.
- (ii) The Registrar, if he is satisfied with the reasonableness of the request, may pass order for change or correction of the name of the student.
- (iii) The application for change or correction in the name shall be made through the Head of the Institution where the student is studying or will be supported by an affidavit and proof.
- (iv) The fees deposited by candidate is non- refundable.
- (8) Teaching Days- Each Institution enrolling students for the degree/ diploma course shall ensure that the numbers of actual teaching days are not less than 180 in an academic year (90 days in a semester)
- (9) (a) Teaching methods of all the courses shall include one or more methods of teaching from – Class Room Teaching, Assignments, Viva Voce, Lab Work, Seminar, Project Work, Summer Training, Field Work, Presentation, Group Discussion etc.
- (b) For better support to the students in conjunction with the traditional approaches, modern approaches based on information and communication technologies for teaching /learning will be adopted. These may include online teaching – learning, material availability, Webcasting, Podcasting, Online chatting with teachers, Online Discussion forums etc.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 04 of 2013****EXAMINATION GENERAL****PART – I****DEFINITIONS**

- (1) In this Ordinance and in all other Ordinance and Regulations laying down conditions for appearing in an examination of the University for a Degree or a diploma, either generally or for a particular examination, unless the context otherwise requires.
- (i) "REGULAR CANDIDATES" means a person who follows a regular course of study in the University Teaching Department (UTD) or a University Institution and seeks admission to an examination of the University as such;
- (ii) "EX-STUDENT CANDIDATE" means a person who was admitted to an examination as a regular candidate of this University and was not declared successful there at or was not able to appear in the examination though admission card was issued to him by the University and seeks admission again to the same examination;
- (iii) "FAILED CANDIDATES" means a student who could not get minimum marks to clear a subject or exam;
- (iv) "ENROLLMENT" means the period for which a candidate's registration is valid;

**PART – II****ADMISSION OF VARIOUS CATEGORIES OF STUDENTS  
TO UNIVERSITY EXAMINATION**

- (1) No candidate shall be permitted to appear in the University examination unless he/she is duly registered/ enrolled with the University & had paid all dues.
- (2) Duly filled up examination forms of all the candidates with the complete examination fees shall be forwarded by the head of the institution so as to reach the designated center on or before the last date prescribed by the University. It will be the responsibility of the head of the institution to see that the candidate possesses minimum academic qualifications for appearing in the examination, has fulfilled attendance norms and is of good conduct.
- (3) Registrar of the University or the Head of the institution can detain a student from appearing in an examination if he/she has not paid full dues of the University or does not return the Institution property and all the articles or if the conduct of the students has been unsatisfactory between the time of submission of his/her application form to the Registrar for admission to the examination and the date of commencement of the examination.
- (4) (i) An Ex-student shall submit his examination form in prescribed format on or before the last date notified by the University to the concerned Head of Department who will forward it to the designated center after verification.  
(ii) An Ex-student shall offer the subjects or optional papers which he/she had previously offered as a regular student unless on account of a change in the scheme of examination the subject/ paper offered by him/her earlier cases to be a part of the scheme of the examination or syllabus for the examination and he/she is permitted by the University to offer a different subject or paper.  
(iii) An Ex-student will be required to appear in the examination in accordance with the syllabus specifying the scope of studies in different subjects in force in the University.
- (5) Every Ex-student shall appear at the examination center at which the regular candidates from the institution in which he/she had prosecuted a regular course of study shall be appearing. Provided that the Registrar/Head of Exam in action may, for sufficient reasons, require or allow a candidate to change his/her examination center.

- (6) A regular candidate will submit his/ her application form with Prescribed examination fee to the Head of the Institution/ Head of the University Teaching Department or the School of Studies, who will forward the forms, so as to reach the Registrar on or before the last date prescribed for the purpose by the University authorities.
- (7) For each application, the Head of the Institution /Head of the University Teaching Department or School of Studies shall certify that the candidate:-
- (i) Possesses the minimum qualification for appearing at the examination to which he seeks admission.
  - (ii) He/she is of good conduct.
- (8) The Head of the University Teaching Department or School of Studies or the Head of the Institution concerned shall send list of eligible candidates for examination, as per examination schedule declared by the University.
- (9) No candidates shall be allowed to take the annual/term-end/semester examination unless he/she has:
- (i) Attended at least 75% of lectures/ Practicals delivered. However, the Vice Chancellor and other authorities can condone the attendance upto 15% on reasonable ground. .
  - (ii) Paid all the due fees i.e.-
    - (a) Obtained "No Dues" Certificates from the concerned Department/College
    - (b) Submitted the Project Report/ Job Internship Certificate as notified by the Director/ Head/ Principal
    - (c) Received in-plant training as prescribed by the Principal/Head/Director.
- (10) Admission of regular candidate to an examination of the University. No student shall be admitted to an examination of the University as regular candidate unless he/ she:-
- (i) Has been enrolled as a student in the University Teaching Department or constituent School of Studies/ Colleges in accordance with the provisions of the Ordinance.
  - (ii) Possesses the minimum academic qualification for admission to the examination to which he seeks admission and has prosecuted a regular course of study for that examination.

- (iii) A Regular candidate migrating from another University or Board of Secondary Education should submit his/her original migration certificate alongwith his/her enrolment application form on the scheduled date for enrolment of students and their admission to Course of Study together with the migration and immigration fees as prescribed by the University from time to time.
- (iv) The Controller Exam on the specific recommendation of the Principal/ Head of constituent Institution, and if he is satisfied that an admission card has been lost or destroyed, may grant a duplicate admission card on payment of fees as prescribed by the University.
- (v) Where a candidate offers an additional subject paper for an Examination in accordance with the provisions of the Ordinance relating to the examination, the minimum attendance requirement shall apply equally in case of such additional subject/paper.

(11) In computing the attendance for fulfillment of the condition regarding prosecution of a regular course of study:-

- (i) Attendance at lectures delivered and Practicals, if any, held during the academic session, shall be counted.
- (ii) Attendance at any lecture delivered or in practical held within fourteen days preceding the first day of written examination which shall be treated as preparation leave, shall not be counted.
- (iii) Attendance at NCC/NSS Camp during the session shall be taken as full attendance at lectures/ Practicals on the day of such camp and the day of journey to such camp.
- (iv) Participation as a member of a SSSUTMS /College team in any Inter-University or Inter-Collegiate Competition shall be taken as full attendance on the days of such competition and the days of journey for participating in them.
- (v) For special reasons such as prolonged illness, deficiency in percentage of attendance not exceeding fifteen percent i.e. up to ten percent and a further five percent of the total number of lectures delivered and practicals held in each subject may be condoned by the Principal/HOD of constituent Institution and by the Vice Chancellor respectively.

(12) Except as otherwise provided, a regular candidate for an examination shall on or before the last date notified by the UNIVERSITY.



- (i) Submit an application for an admission to the examination in the prescribed form duly affixing his/her latest passport size photograph at the appropriate place, through the Principal of the College/Head of the University Teaching Department or School of Studies indicating the subject /subjects in which he desires to present himself for the examination.
- (ii) Pay alongwith the application the fee prescribed for the examination concerned.
- (iii) Application submitted by regular candidate together with the examination fee shall be forwarded by the Principal of the College/Head of the University Teaching Department, School of Studies so as to reach the University on or before the last date prescribed for the purpose by the University.
- (iv) For each application, the Principal of the College/Head of the University Teaching Department or School of Studies shall certify that the candidate:
  - (a) Possesses the minimum academic qualification for appearing at the examination to which he/she seeks admission.
  - (b) Is of good conduct.
- (v) The Principal of a College or the Head of University Teaching Department or School of Studies may detain a regular candidate from taking an examination if he does not pay outstanding College dues, or does not return the College property and all the articles and uniform issued to him for sports or NCC or does not pay the cost thereof in case of loss within 15 days preceding the examination or if the conduct of the student has been unsatisfactory between the time of submission his application form to the University for admission to the examination and the date of the commencement of the examination.

**(13) Admission of an Ex-Student candidate to an examination of the University.**

- (i) No ex-student candidate shall be admitted to an examination of the University unless he submits with his application for appearing in the examination :-
  - (a) The statement of marks (in original) obtained by him in the said qualified examination issued by the University together with an attested copy thereof, or

(b) In case he was duly admitted to the said examination as a regular candidate but could not appear thereat, a Certificate from the HOD/Principal of the constituent College, last attended by him showing the year, the roll number and the examination to which he was admitted as a regular candidate.

(14) An ex-student candidate for an exam shall:

- (i) Submit through the forwarding officer i.e. the HOD/ Principal of the College wherein he has pursued a regular course of study, an application for admission to the examination in the prescribed form on or before the last date notified by the SSSUTMS University and specify therein :-
  - (a) Whether he is a candidate for the examination entitled.
  - (b) The subject paper or subjects and or papers in which he desires to appear for the examination.
- (ii) Attach with his application for admission to the examination, his/her latest passport size photograph duly attested by the forwarding officer.
- (iii) Prescribed fee for the examination. Fees shall be paid through crossed bank draft drawn in favors of the Registrar of the University or in any other manner prescribed by the University.
- (iv) An Ex-student candidate shall offer the subjects/papers which he had previously offered as a regular candidate unless on account of a change in the scheme of examination the subjects/papers offered by him earlier ceases to be a part of the scheme of examination or syllabus of the examination and he is permitted by the University to offer instead a different subject or paper.

An ex-student candidate will be required to appear in the examination in accordance with the syllabus specifying the scope of studies in different subjects in force in the University.

15. Every ex-student candidate shall appear at the examination center at which the regular candidates from the college in which he has pursued a regular course of study shall be appearing.

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**PART – III****GENERAL CONDITIONS**

16. (i) No Candidate shall appear in more than one degree examination or for the Master's degree in one and the same academic year.
- (ii) A candidate who has passed a part of the Bachelor's degree examination or a part of a Master's degree examination of another University may, on the recommendation of concerned Chairman, Board of Studies and Dean of the Faculty may be admitted with the permission of Vice Chancellor to the next higher examination of the University for the degree provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination.
- (iii) No person who has been expelled or rusticated from any College or University or has been debarred in appearing at a University examination, shall not be admitted to any examination during the period for which the sentence is in operation.
- (iv) An application for admission to an examination received by the University after the last date notified by the University but not later than fifteen days after such last date may be entertained on payment of a late fee prescribed by the University but not later than the fifteen days before the commencement of examination.
- (v) Notwithstanding anything contained in the Ordinances relating to admission of candidates to an examination of the University, the Vice Chancellor may, in special cases (such as diligence follows part of the candidate and that it would be a great hardship to the candidate if his application is rejected), allow an application which is otherwise complete in all respects to be entertained with the late fee prescribed by the University even though the same is received after the expiry of the period of fifteen days mentioned in the forgoing paragraph.
- (17) The University shall issue an admission card in favor of a candidate, if:-
- (i) The application of the candidate is complete in all respect and in order in accordance with the provisions applicable to him,
- (ii) The candidate is eligible for admission to the examination, and the fees as prescribed have been paid by the candidate.
- (iii) Where the practical examination is held earlier than the examination in theory paper, a candidate shall not be deemed to have been admitted to the

examination until he is issued an admission card for appearing in the theory examination.

- (iv) The admission card issued in favour of a candidate to appear at an examination may be withdrawn if it is found that:-
  - (a) The admission card was issued or permission was given through mistakenly given or the candidate was not eligible to appear in the examination.
  - (b) Any of the particulars given or documents submitted by the candidate in or alongwith the application for enrollment admission to a college, Teaching Department or School of Studies or an examination are to be found false or incorrect.
- (v) In case if the applicant loses or destroys admission card by mistake, the Registrar may on the recommendation of HOD/ Principal/Superintendent Exams, grant permission to issue a Duplicate admission card on payment of fees prescribed by the University. Such card shall show in a prominent place the word "Duplicate".
- (18) A candidate shall not be allowed to enter in the Examination hall unless he produces the Admission Card before the Superintendent of the Examination Centre or the invigilator.
- (19) In the Examination Hall the candidate shall be under the disciplinary control of the Superintendent of the Center and shall obey his instructions.
  - (i) In the event of a candidate disobeying the instructions of the Superintendent or showing indiscipline conduct or insolent behavior towards the Superintendent or any invigilator, the concerned candidate may be excluded from appearing that day examination, and if he persists in misbehavior he may be excluded from the rest of the examination by the Superintendent of the Center.
  - (ii) If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the Centre or in its precincts endangering the personal safety or either of them or acts in a manner prohibiting the authorities in the discharges of their duties, the Superintendent may expel the candidate from the Center and may take police help.
  - (iii) If a candidate brings any dangerous weapon within the premises of the examination Centre he may be expelled from the Centre and/or handed over to the police by the Superintendent.

- (iv) If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or note or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him in the examination hall any material connected with the examination or failure of an examinee to hand over his answer-book to Superintendent/invigilator or taking away his own answer book or walks out of the examination hall, the Board of Management or the Committee appointed for the purpose by the Board of Management may cancel the examination of the candidate.
- (v) The Board of Management may cancel the examination of a candidate and/or debar him from appearing in an examination of the University for one or more years, if it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection with his examination and/or was instrumental in or has abetted the tampering with the University records including the answer books, marks-sheet, result charts, degree, diplomas etc.
- (vi) The Board of Management may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years, if it is discovered afterwards that the candidate has obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.
- (20) (i) The examination fee of a candidate who dies before appearing at the examination may be refunded to his guardian or his successor.
- (ii) The entire fees paid by a candidate whose application for appearing at an examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.
- (21) (i) A candidate whose result has been declared may apply to the Registrar for Retotaling and Rechecking of any of his answer books in the prescribed form within 30 days of the declaration of his result. Provided that no candidate shall be allowed to have the answer books of more than two papers revalued. Provided also that, no revaluation shall be allowed in case of scripts of practicals, field work, sessional work, tests and thesis submitted in lieu of paper at the examination.
- (ii) Such application must be accompanied by fees as prescribed by the University.
- (iii) The result of the re-totaling shall be communicated to the candidate.

- (22) A candidate who has passed any final degree examination may, after the declaration of his result and before the date of the next convocation apply to the Registrar for a Provisional Certificate of passing the examination of the University. Such application shall be accompanied by a fee as prescribed by The University.
- (23) A person who is under sentence of expulsion or rustication from a University Teaching Department School of Studies or college or from the University or is debarred from appearing at examination of the University for any period of time shall not be granted a Migration Certificate during the period for which the sentence is in operation.
- (24) Duplicate copies of the following certificates shall be granted on payment of the fee prescribed by the University, viz:-

- (i) Marks list
- (ii) Migration Certificate.
- (iii) Degree Certificate.

Provided further that duplicate copy of Migration Certificate shall not be granted except in cases in which the Registrar is satisfied by the production of an affidavit on a stamped paper of proper value required by Law for the time being in force that the applicant has not utilized the Original Migration Certificate for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant has real need for a duplicate.

- (25) The names of first ten successful candidates in each final examination who obtain first division shall be declared in order of merit, as per provisions of concerned ordinance.
- (27) The Vice Chancellor may award one grace mark in case the candidate is failing by one mark or missing a division by one mark where the deficiency is so condoned, one mark shall nowhere be added in grand total.
- (26) The scope of studies in different subjects for an examination shall be as prescribed by the University from time to time and printed in the prospectus/syllabus for the examination concerned.

#### Part – IV

##### Examination Fee:

The Examination fees for various courses under semester system examination pattern will be decided by the University from time to time. The Board of Management of the University can change any of the fees or conditions for the examination as and when the situation so warrants. The decision of Vice Chancellor will be final in all regards.

SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES

**Ordinance**  
**No. 05 of 2013**  
**Conduct of Examination**

**Part -1 General**

- (1) All arrangements for the conduct of examination to be held by the University shall be made by the Examination Controller in accordance with such directions as may be issued by the Board of Management of the University.
- (2) The Examination Controller shall prepare and duly publish a programme for the conduct of examination specifying the date of each Examination and the last dates by which applications and fees for the examinations shall be submitted by the intending examinees.
  - (i) The Board of Management shall in consultation with the Head of the Institution appoint Superintendent and Assistant Superintendent, if any, for the examination center and shall issue instructions for their guidance.
  - (ii) The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer book sent to him and shall render to the University office a complete account of used and unused question papers and answer sheets.
  - (iii) The Superintendent shall supervise the work of invigilator working under him and shall conduct the examination strictly according to the instructions issued to him by the University.
  - (iv) The Superintendent of the Examination shall, whenever necessary send a confidential report to the Examination Controller about the conduct of Examination, mentioning therein the performance of the invigilators and the general behavior of the examinees. He shall send a daily report on the number of examinees attending each examination, absentees roll numbers and such other information relating to the examination, being held at the center as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University. He shall also be responsible for maintenance and submission of report to the CFAO of the University, of the account of advance money received and expenditure incurred in connection with the conduct of the examination.
  - (v) The Center Superintendent shall have the power to expel, an examinee, from examination on subsequent days, on any of the following grounds:

A.

- (a) That the examinee created a nuisance or serious disturbance at the Examination Centre.
  - (b) That the examinee shows a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
  - (c) If necessary, the Superintendent of Examination may get police assistance. Where a candidate is expelled from examination the Examination Controller should be informed immediately.
- (VI) Unless, otherwise directed, only teachers of Institutions, University Teaching Department, shall be appointed as invigilators by the Superintendent, provided that a teacher of the subject of the written examination at any session may not be an invigilator at such session of the examination.
- (3) It shall be the duty of the Centre Superintendent to ensure that an examinee is the same person who had filled in the application for appearing at the examination. It shall be the duty of the Centre Superintendent to see that on each day on which a candidate appears in the examination his signature is obtained on the form and to make sure that it tallies with the one already on it.
  - (4) The University may change the examination Centre of the examinees irrespective of Institution to which they belong anytime if it deems proper without assigning any reason thereof.
  - (5) The Examination Controller may, on the recommendation of the Centre Superintendent appoint an alternative person to write down dictation pertaining to answers to questions at the examination on behalf of an examinee who is unable to write himself/herself on account of severe short sightedness or sudden illness, (must be sported by a certificated issued by a Medical Officer), provided that such an alternative person is possessing qualification of at least one class examination lower than the examinee concerned.
  - (6) The University may from time to time appoint Supervisor or Flying squad to see that the conduct of the examination is strictly according to the rules and procedure laid down. In the event of the supervisor pointing out breach of rules or procedure, the Vice-Chancellor may take such action as may be necessary including postponement or cancellation, wholly or in part, of the examination at the Centre, and if any such action is taken, a report of the action taken shall be made to the Board of Management at its next meeting.
  - (7) The Vice-Chancellor may cancel the examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.



- (8) The Vice-Chancellor may issue such General Instructions for the guidance of the Examinee, Centre Superintendent, Tabulators, Collators, as he consider necessary for the proper discharge of their duties.
- (9) Subject to the provision of this Ordinance, the Board of Management may from time to time make, alter, or modify procedures about the conduct of Examination.
- (10) (i) The Results Committee for each faculty shall consist of the following members-
- |   |          |
|---|----------|
| Dean of concerned Faculty                                   | Chairman |
| Chairman of Concerned Board of Studies                      | Member   |
| One faculty of concerned Department /Examination Controller | Member   |
- (ii) Two member shall form a quorum
- (iii) The term of the Results Committee shall be one academic year.
- (iv) The function of the Results Committee shall be as follows:
- To scrutinize and declare the results of the examinations conducted by the University after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice-Chancellor the action to be taken in case the results is unbalanced.
  - To scrutinize complaints against question papers and to take necessary action.
  - To decide cases of candidates who answered wrong papers.
  - To decide cases of candidates whose answer books were lost in transit.
  - To decide case of mistakes made by the paper-setters, Moderators, Examiners, Invigilators, Superintendents of the Examination Centers, Tabulators, Collators, Co-coordinators and any other person concerned with the examinations whose cases are referred to the Committee.
  - To exercise such other powers as the Board of Management may delegate to it from time to time.
- (11) The Vice Chancellor shall appoint Tabulators and Collators as necessary and he may issue general instructions for the guidance of tabulators in preparing the results of the examinations.

- (12) If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Examination Controller.
- (13) Any attempt made by or on behalf of a candidate to secure preferential treatment in the matter of his/her examination shall be reported to the Examination Controller who shall place the matter before the Board of Management.
- (14) Except as otherwise decided by the Board of Management, the examination answer books shall be destroyed or otherwise disposed of after three years from the date of declaration of the results.
- (15) The Registrar will publish the results of the University examinations as passed by the Results Committee on the notice board of the office of the University. The results, when published, shall simultaneously be communicated to the Head of Institutions of different faculties. If any cleared error or errors in the process of calculation of computerization is discovered in the results so declared, the Vice-Chancellor shall have the power to rectify the same as soon as possible.
- (16) No examinee shall leave the examination hall within half an hour of the start of the examination for any purpose whatever and no late comer will be permitted in the examination hall after half an hour of commencement of examination.
- (17) Examinee desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of five minutes.
- (18) A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues talking in spite of the warning by the invigilators, the answer book of such examinee shall be withdrawn and a second answer book supplied. Only the second answer book shall be sent for valuation. The first answer book shall be cancelled and sent to the Examination Controller by the Superintendent.
- (19) The superintendent of an examination Centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination Centre during the hours of examination, in the following manner:
  - (i) The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.
  - (ii) The statement of the examinee and the invigilator shall be recorded.
  - (iii) The examinee shall be issued a fresh answer book marked "Duplicate Using Unfair means" to attempt answer within the remaining time prescribed for the examination.

- (iv) All the materials collected and the entire evidence along with a statement of the examinee and the answer book duly initialed shall be sent to the examiner by the Registrar/Controller Examination by name, in a separate confidential sealed registered packet marked "Unfair Means" along with the observations of the Superintendent.
- (20) The material so collected from the examinee together with both the answer books, viz, the answer books, collected while using unfair means and the other supplied afterward, will be sent to the examiner by the Registrar/Controller examination for assessing both the answer books separately and to report if the examinee has actually used unfair means in view of the material collected.
- (21) The cases of the use of unfair means at the examination as reported by the Centre Superintendent along with the report of the Examiner shall be examined by a Committee to be appointed by the Vice-Chancellor every year.
- (22) (i) Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by Controller of Examinations to Two Examiners (other than the One who initially valued it)
- (ii) The average of the nearest two of the three valuations (one initial and two revaluations) shall be taken as corrected marks.
- (iii) If the revaluation marks deviate 20% more from the initial valuation, a fourth examiner shall be appointed by the Vice-Chancellor. In such cases the marks awarded by the fourth examiner shall be final.
- (23) The cases of unfair means at the examination as reported by the Centre Superintendent along with the report of the Examiner shall be examined by a Committee to be appointed by the Board of Management every year. The Committee shall consist of :
- (a) One member of Board of Management, one of the Deans of Faculties, and one teacher, who is appointed in Academic Council nominated by the Board of Management
- (b) One student who in the academic session immediately preceding was a member of any Board of Study, nominated by the Vice-Chancellor;
- (c) The Board of Management shall appoint one of the members included under (a) to be the Chairman of the Committee;
- (d) The committee shall after examining the cases, decide the action to be taken in each and report to the Board of Management all cases of the use of unfair means together with the decision of the Committee in each case.

- (24) The remuneration of the Examiners, Superintendents, Assistant superintendents, Invigilators, Tabulators, and Collators shall be decided by the Board of Management from time to time Deduction shall be made in remunerations for errors notice & rate of deduction will be decided by Board of Management.
- (25) All the records of examinations and results will be maintained by the university for three years from the date of results of the concerned examination.

## Part-II SEMESTER SYSTEM OF EXAMINATION FOR 3 YEARS GRADUATE COURSES

(i.e. BA, B Sc, BBA, BCA, B Com, BHSc etc)

1. The three year degree courses at undergraduate level, except those for which the university has separate ordinances, will run on semester system. The courses shall be divided in six semester covering three academic sessions.
2. The provisions of this ordinance will be application to all the undergraduate courses being taught in School of Studies of SSSUTMS
3. Admission to these courses will be made either on merit (to be defined by the University / constituent College) in qualifying examination or in the written entrance test held for the purpose.
4. The under graduate courses in semester system shall consists of:
  - a) Courses (Theory papers) as prescribed by the SSSUTMS
  - b) Such job internship / lab work / practical / projects etc. as prescribed by the SSSUTMS.
  - c) Such other types scheme of examination as prescribed by the SSSUTMS
5. Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the University/Central Board of Studies of concerned subjects from time to time.
  - (a) Examination of odd semesters shall ordinarily be held in the month of November / December and that of even semesters in the month of May / June.
6. There shall be no supplementary or second examination in semester system of the course of study.
7. If a candidate fails in two subjects in any one semester examination but clears all the remaining subjects of the examination, candidate will be allowed to keep the term (ATKT) and promoted to the next semester. Student will be allowed to appear and pass the ATKT paper in next two successive examination of the same semester, along with

the regular semester examination, and if student fails to pass the ATKT paper or fails to appear in next two successive examinations of the same semester, he will not be allowed to appear in subsequent semester examination, however, students may be allowed to appear in all the papers as an ex-student in the next examination of the same semester.

Provided further, that if a candidate fails in more than two subjects in any semester examination, she / he will not be allowed to appear in subsequent semester examination. However, she / he may be allowed to appear as an ex-student in the next examination of the same semester. In no case the candidate will be given more than two ATKT other than the main examination, to pass a semester.

Provided further that the candidate will be permitted to appear in 5th semester only when she / he clears all the subjects / papers and practical up of 1st & 2nd Semester. No Division shall be awarded up to 5th Semester. Candidate will be awarded degree in the year in which she / he clears all the papers and practical of 5th semester. In such situation, mark-sheet for each semester will be issued separately up to 5th semester with the result Pass / A.T.K.T. Once the candidate clears all the subjects of 6th semester, composite mark-sheet will be issued in the 6th semester with Division.

Provided further that if a candidate fails in two subjects in 6th Semester, an exemption will be made to this and she / he be permitted to take one repeat attempt examination in that subject along with the regular examination of these papers conducted by the university in an immediately subsequent semester beyond the stipulated time limit of five years.

8. Rules for ATKT system as amended by the Govt. from time to time shall be made applicable in the University, however it is herewith made clear that there shall not be separate examination for ATKT students but they shall be allowed to appear in the ATKT paper/subject with regular semester examination.
9. If a candidate fails or remain absent in practical / CCE / Project / Internship of any subject or subjects will be treated as ATKT in that subject.
10. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (Theory & Practical's both) and project work (if any) taken together at the end of sixth / final semester of examination.

75% and above – First Division with distinction with honors

60% or above - First Division

45% but less than 60% - Second Division

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## 33% but less than 45% - Third Division

Provided the statutory bodies have prescribed different categorization regarding percentage requirements.

11. A candidate has to complete the entire course of under graduate degree within a maximum period of six/eight years respectively for three and four courses from the session of first admission in first semester of courses or as per ordinance of SSSUTMS for different course.
12. The V.C. Grace up to maximum of one mark will be given to pass in a paper in each semester and one mark for improvement in division in the final semester. However, in no case both the grace one for passing and other for division will be taken together as per ordinance of this university for grant of grace mark.
13. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the SSSUTMS.
14. Notwithstanding anything contained in forgoing Para, shall be in contravention and in consistence with other examination ordinance or specific ordinance if any and stand independent.
15. In case of any dispute / ambiguity in semester system of examination / course the Vice Chancellor decision shall be final.

## Part -III SEMESTER SYSTEM OF EXAMINATION FOR POST-GRADUATE COURSES

1. The two year degree courses at postgraduate level, except those courses which have separate ordinances, shall be run on semester system. The courses shall be divided in four semesters covering two academic sessions. The first academic session will comprise of I and II Semester and second academic session III and IV semester.
2. The ordinance shall be applicable to all the post graduate courses taught in School of Studies of SSSUTMS.
3. The Courses (M.A., M.Sc., M.Com., M.H.Sc.) of study shall be governed by the provisions of these ordinances.
4. Admission of these courses will be made either on merit (to be defined by the university / constituent College) in qualifying examination or in the written entrance test held for the purpose as and when required.
5. The Post-graduate courses in semester system shall consist of:
  - a) Such courses (Theory Papers) as prescribed by the University Board of Studies of

different subjects.

b) Such job internship / lab work / practical / projects etc. as prescribed by the University Board of Studies of different subjects.

c) Such scheme of examination as prescribed by the University Board of Studies of different subjects.

6. No candidate shall be allowed to take the Semester Examination unless he/she has:

a) Attended at least 75% of lectures delivered and practical conducted in a particular semester. Deficiency in attendance can be relaxed as per Ordinance of University for this purpose.

b) Paid all the dues including university course and examination fees before the last date of submission examination forms.

c) Submitted the Job internship certificate/Project Report by the date notified by the Head/Principal of the college.

7. Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the university/Central Board of Studies of concern subjects from time to time.

8. There shall be no supplementary or second examination.

9. If a candidate fails in two papers in any one semester examination but clears all the remaining papers of that examination, candidate will be allowed to keep the term (ATKT) to pass the aforesaid paper and promoted to the next semester. Student will be allowed to pass the ATKT paper in next two successive examination of the same semester, along with the regular semester examination, and if student fails to pass the ATKT paper or fails to appear in next two successive examination of the same semester, will not be allowed to appear in subsequent semester examination, however, students may be allowed in all the papers as an ex-student in the next examination of the same semester. Provided further, that if a candidate fails in more than two papers in any semester examination, he will not be allowed to appear in subsequent semester examination. However, students may be allowed to appear in all the papers as an ex-student in the next examination of the same semester. In no case the candidate shall be given more than two ATKT, other than main examination, to pass a semester.

Provided further that the candidate will be permitted to appear in fourth semester only when students clears all the subjects / papers and practical up of 3rd Semester. No

Division shall be awarded up to 3rd Semester. Candidate will be awarded degree in the year in which she / he clears all the papers and practical of 4th semester.

Provided further that if a candidate fails in 4th Semester, an exception will be made to this and she / he be permitted to take one repeat attempt examination in paper along with the regular examination of that paper conducted by the university in an immediately subsequent semester beyond the stipulated time limit of three years.

Mark-sheet for each semester will be issued separately up to 3rd semester with the result Pass / ATKT. Once the candidate clears all the subjects of 4th semester, composite mark-sheet will be issued in the 4th semester with the mention of Division also.

If the candidate gets a favourable report on project but fails in the project viva-voce examination she / he will not be required to submit the project report again, but she / he will have to pass the viva-voce examination in next examination of same semester.

10. Rules for ATKT system as amended by the Govt. from time to time shall be made applicable in the University.

11. If a candidate fails or remain absent in practical / CCE / Project / Internship of any subject or subjects will be treated as ATKT in that subject.

12. A candidate shall not be required to appear in the practical / CCE / Project / Internship if he has already cleared in the main examination.

13. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (both Theory & Practical's) and project work (if any) taken together at the end of sixth / final semester of examination.

75% and above – First Division with Honors

60% or above - First Division

48% but less than 60% - Second Division

36% but less than 48% - Third Division

14. A candidate has to complete the entire course of Post graduate degree within a maximum period of four years from the session of first admission.

15. Vice Chancellor Grace of maximum one mark will be given to pass in a paper in each semester (this will not accumulate) and one mark for improvement in division in the final semester.

16. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the university.



**Part –IV Exam Regulations for Engineering/Technology Courses**

(Rules for passing, Condonation, Gracing, and Award of Class)

- (1) There will be one University Examination at the end of each semester.
- (2) These examinations will be designated as follows:

S. No.	Duration	No of Semester
1	Two year Courses	4
2	Three Years Courses	6
3	Four Year Courses	8
4	Five Year Courses	10

- (2.1) The semester examination will generally be held in Nov-Dec. and May-June in each year.
- (2.2) There will be full examination at the end of each semester consisting of theory and practical.

**(3) PROMOTION TO HIGHER SEMESTER AND YEAR**

A candidate who has been admitted in the Engineering course will be promoted to the higher class in accordance with the following rules:

- 3.1 (a) A candidate who has taken admission in A-B Group and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.
- (b) A candidate who has taken admission in even semester under B-A Group and has appeared in the examination of even semester will automatically be promoted to next applicable odd semester irrespective of failing in any number of subjects of previous semester.

**Note:** The candidate who seeks admission in odd semester of an academic year is said to be in A-B group, while, a candidate who seeks admission in even semester of an academic year is said to be in B-A group. i.e. a Candidate of A-B Group will take admission generally in July; whereas, candidate of B-A Group will take admission generally in January in the relevant academic year.

- 3.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- 3.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations one external examiner from outside the institute shall be appointed.
- 3.4 A candidate who fails to score minimum of grade D in more than five subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher class.
- 3.5 Further, a candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed the first year examination with minimum of CGPA of 5.0. Likewise a candidate shall not be admitted in seventh or higher semester classes unless he/she has fully passed first and second year examinations with minimum CGPA of 5.0.
- 3.6 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 2.4 and 2.5 above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory /practical subjects, in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)
- 3.7 Other than the provision of rule 2.6 above, a candidate shall not be permitted to reappear in that examination, for improvement of division/marks or for any other purpose.

#### (4) AWARD OF CREDITS AND GRADES

- 4.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council and the Board of Management. Only approved courses can be offered during any semester.
- 4.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council and Board of Management of the University.

- 4.3 The distribution of weightage /marks for each component shall be decided by the respective of Board of Studies and approved by standing committee of Academic Council and Board of Management of the university subject to such stipulation as given under:

(a) Theory

i.	Quizzes, assignments and regularity -	10%
ii.	Mid – semester test -	20%
iii.	End – semester examination-	70%
Total		100%

(b) Practical

i.	Lab work, performance, quizzes, Assignments and regularity -	40%
ii.	End – semester examination-	60%
Total		100%

- 4.4 Practical training, and project work shall be treated as practical subjects.
- 4.5 In each semester, the institute will be required to conduct at least two mid semester tests for theory block.
- 4.6 Each student, registered for a course, shall be awarded grade by the concerned faculty / faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity. The grades to be used and their numerical equivalents are as under :

Credit Based Grading System

Grade	Grade Point & % Marks range (Based on absolute marks system)	Description of performance
A*	10(91-100)	Outstanding
A	9(81-90)	Excellent
B*	8(71-80)	Very Good

B	7(61-70)	Good
C+	6(51-60)	Average
C	5(41-50)	Satisfactory
C	5(50only)	Satisfactory ( for M. Pharma)
C	5(46-50)	Satisfactory (for B. Arch)
D	4(40 only)	Marginal (for PG Courses Except M. Pharma)
D	4(31-40)	Marginal(for UG & Diploma Course)
D	4.5(45 only)	Marginal ( for B. Arch.)
F	0	Fail
I	0	Incomplete
W	0	Withdrawal

- 4.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:-

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where  $c_i$  is the number of credits offered in the  $i^{th}$  subject of a semester for which SGPA is to be calculated,  $p_i$  is the corresponding grade point earned in the  $i^{th}$  subject, where  $i = 1, 2, \dots, n$ , are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Here,  $NC_j$  is the number of total credits offered in the  $j^{th}$  semester,  $SG_j$  is the SGPA earned in the  $j^{th}$  semester, where  $j = 1, 2, \dots, m$ , are the number of semesters in that course.

- 4.8 The grade sheet at the end of each even semester examination for students of A-B group (odd semester, for students of B-A group) shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester

examination of the course shall also indicate CGPA, equivalent percentage marks and the division awarded, according to the rule as given in para 5.0 of this ordinance .

- 4.9 A candidate appearing in seventh semester after eighth semester (B-A group) will not be issued any Grade Sheet or Provisional Certificate after eighth semester until he has passed all the semesters.

#### (5) CONDONATION OF DEFICIENCY

- 5.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).
- 5.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice Chancellor in the B.E. examination. This benefit will not, however, be available to a candidate getting advantage under clause 4.1.

#### (6) AWARD OF DIVISION

- 6.1 Division shall be awarded only after the eighth (Seventh semester for candidates of B-A group) and final semester examination based on integrated performance of the candidate for all the four years as per following details

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division with Honors
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	II Division

- 6.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

10

#### (7) Class tests & submission of marks:

- Normally two class tests shall be conducted for a subject as prescribed. The average of two tests shall be taken for computing marks obtained out of maximum marks prescribed for a class test.

- If a candidate appears for only one test & remains absent for the other test, his test marks shall be calculated on the basis of rule above considering the marks of the test in which he remains absent as zero.
- In case a candidate remains absent for both the tests, zero marks shall be communicated to the Board & he shall not be shown absent in the Mark sheet.
- The aggregate of test marks in each subject shall be converted into total marks for the sessional head as per the teaching & examination scheme of the prescribed course.

Note: No request made by any candidate for holding any retest for reasons of his being absent due to any reason shall be entertained.

#### (8) Standard of Passing

To pass an examination a candidate must obtain minimum of passing marks separately in each theory paper, practical, oral and term work and any other head of passing as mentioned in Teaching and Examination Scheme of the course. While deciding minimum marks required for passing, fraction of a mark shall be omitted. The theory, practical, oral and term work shall be separate heads of passing.

#### (9) Rules of ATKT for Admission to Next Higher Semester/ Year

A candidate-passing minimum 2/3 rd of total number of subjects prescribed for an examination shall be allowed to keep term for next higher semester/ year.

A candidate with ATKT shall be eligible for admission to the next higher semester/year as shown in table given below:

Table for deciding ATKT status		
Total number of Subject	Minimum number of subjects required to pass	Maximum number of failure subjects allowed for availing benefit of ATKT
1	1	0
2	2	0
3	2	1

4	3	1
5	4	1
6	4	2
7	5	2
8	6	2
9	6	3
10	7	3
11	8	3
12	8	4
13	9	4
14	10	4
15	10	5

\*Subject head without passing requirement shall not be considered as a subject for this purpose

**(10) Award of Class**

(A) There shall be four grades for award of class at an examination.

**First Class with Distinction (I DST)**

A candidate shall be declared to have passed the examination in First class with Distinction, if he obtains 75% or more of the total marks.

**First Class (I)**

A candidate shall be declared to have passed the examination in First class, if he obtains 65% or more but less than 75% of the total marks.

**Second Class (II)**

A candidate shall be declared to have passed the examination in Second class, if he obtains 45% or more but less than 65% of the total marks. The above grades shall be awarded subject to the condition that the candidate should not have availed exemptions in any subject of the examination as per below (i) and (ii)

- Award of class vis-à-vis claiming exemptions: A candidate claiming exemption/s in the subject/s on the basis of passing fully the prescribed or its equivalent examination/s of any recognized Board/University will not be entitled for award of class and will be declared "Pass"

However, a candidate declared to have failed in an examination of the Board and granted exemption/s in certain subject/s on the basis of having passed them at previous examination and the marks secured therein, having been carried forward and shown with (#) in the certificate of marks, will be entitled for award of class at par with other successful candidates. However this is not applicable to the candidates undergoing pharmacy course and Architecture course.

- ii) Exemptions for subjects passed in examinations of other Board/University: A candidate who has passed fully the prescribed or its equivalent examination of a recognized Board / University in the subject/s recommended by the Equivalence Committee from time to time, shall, at his option, be entitled to claim exemption in such subject/s, provided always that the percentage of marks obtained by the candidate at the original examination is not lower than that of the minimum percentage for passing prescribed by the Board in the relevant subject/s of the course. Candidate shall not be eligible for claiming exemptions later, on the strength of having passed the subjects after the date of his admission. Candidate so exempted shall not be entitled to award of class. Exemption so admissible will lapse if not claimed at the first attempt at the examination of the Board.

For claiming exemption the candidate shall apply to Board or its regional office in the prescribed form. Such application shall be submitted through the Principal or Head of Institute before last date prescribed by the Board along with supporting documents and necessary fees if applicable. Forms received after due date shall not be considered. The Board/regional office will inform the names of the candidates granted exemption and the subjects in which exemption are granted, to the institutes. (However this is not applicable to the candidates undergoing Pharmacy course and Architecture course.)

#### • Pass Class (Pass)

A candidate shall be declared to have passed the examination in Pass class, if he obtains marks less than 45% of the total marks but greater than the minimum percentage for passing, or he has availed exemptions as per Automatic exemptions:

A candidate, whose overall result is "Fail / ATKT / FT", shall earn automatic exemption at the subsequent examination, in the subjects or passing heads in which he has passed.



A candidate shall be declared to have passed the examination leading to award of Diploma in first class with distinction if he secures 75% or more marks at the final year.

- Gracing

(a) Grace Marks for Subject Passing:

A candidate shall be given maximum 1 OR 2 as grace marks as the case may be, for maximum marks below 75, or maximum 1, 2 or 3 as grace marks as the case may be, for maximum marks 75 or above, to remove the deficiency in securing minimum passing marks in case the subject consists of theory or theory plus test examination. Benefit of gracing shall be given on aggregate marks of theory subject required for passing.

Benefit of gracing shall not be given twice in a subject.

A candidate who fails to pass an examination by not more than 10 marks in aggregate in not more than two heads, theory and /or practical including oral covering not more than two subjects, such deficiency in marks, would be condoned provided the candidate has secured at least 50% marks.

A candidate whose failure is thus condoned would be eligible for award of class on par with other successful candidates. The total number of marks secured by such candidate would however remain unaltered and "CON" (meaning Condo-nation) would be shown against his result in the certificate of marks.

However, if any candidate does not wish to avail the benefit of Condonation, he shall have to obtain written permission from concerned regional office of the board, applying prior to examination only. Any such request after the commencement of examination shall not be considered.

b) Grace Marks for Awarding Class

- c) If a candidate falls short of maximum 1/2 % of the aggregate marks assigned to examination to obtain 75% marks (i.e. First Class with Distinction) or 60% marks (i.e. First Class) or 45% marks (i.e. Second Class), such deficiency shall be made up by adding maximum 1/2 % of the aggregate marks assigned to the examinations to the total marks obtained by the candidate in an examinations. While adding maximum 1/2 % of the aggregate marks fraction of a mark shall be rounded to the next full number and added in the total.

**a. Carrying Forward Marks of Ex-Candidates for Exemptions:**

In case of ex-candidates the marks obtained in different heads of passing in the previous examination of the same course in which he has claimed exemption, shall be carried forward for deciding his total marks. Such candidates shall be eligible for award of class on par with other successful candidates. Marks obtained in class tests will also be similarly carried over to the subsequent examination.

**b. Result of a Candidate Appearing Simultaneously For Two Examinations**

The result of final examinations of a candidate who is required to appear for both the final and lower year examinations and fails or fails to appear for the lower year examinations but passes the final year examination shall be declared only after he passes the last but lower year examination. The marks secured by the candidate shall be declared on Institute copy of result sheet with WFLY result in result column. The Principal should inform the marks of final year to the candidate who is eligible to apply for verification and/or to fill up examination form for improvement of marks wherever applicable. However, if such a candidate has failed in the final year examination he shall be so informed.

The A.T.K.T./ supplementary examination shall be as decided by Board of Management of the University

**c. Improvement of Performance:**

A candidate who has passed the final year examination leading to award of Degree, at his option, shall be permitted to reappear at the same examination to enable him to improve his performance within a period of one year.. For this purpose, candidate will have to obtain permission from the Board prior to submission of examination form, which shall be accepted as per schedule declared by the Board. However, this facility shall not be available in case the Board has discontinued the question papers of the related scheme. This provision shall not be applicable to Post Degree courses

The Candidate so permitted shall:

- (i) Forfeit the Degree awarded earlier, certificate of marks, original latest leaving certificate and other documents he is entitled to for having passed the final year examination for which he opts to reappear and improve his performance.
- (ii) Be entitled to reappear as an ex-candidate of same Institute where he was previously studying and his previous marks other than the theory subjects shall be carried forward.
- (iii) Be required to reappear in all the theory subjects of final year examination, at any one of next two consecutive examinations. Such a candidate shall be permitted to avail only

one chance to improve his class performance in either of two immediate consecutive examinations.

- d. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No. 06 of 2013****Award of Fellowships, Scholarships, Stipends, Medals and Prizes**

The University shall give awards with a view to augmenting academic interest and activities among the students. The fellowship, scholarship, medals and stipends will be awarded every year on the basis of results of annual examinations, subjects to the provisions here in.

- (1) The University shall invite the applications through an advertisement in the newspapers for the awards to be made, in the month and time to be fixed by the Board of Management.
- (2) All award of Research, Scholarships, Fellowship and other scholarships shall be made on the recommendation of the Academic Council by the Board of Management.
- (3) The duration and value of the Scholarships instituted by the University will have the following conditions:-
  - (i) The fellow/ scholar will do whole time research work under an approved guide on a subjects approved by the University.
  - (ii) The fellow/ scholar shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary etc. from any other source during the tenure of the award nor shall he engage himself in any profession or trade during the period. He may, however, undertake teaching assignments of not more than ten hours a week in the institution, where he is working without accepting any remuneration.
  - (iii) The leave conditions for the fellow/ scholar will be decided by the Board of Management of the University.
  - (iv) The scholar shall not join any other course or appear in any examination after commencing work under the scholarships.
  - (v) Provided that on the recommendation of the guide the Vice-Chancellor may permit the scholar to join any other course and appear in an examination therefore.
  - (vi) Provided further that exemption could be provided for those also who wish to appear in an examination or a subject relevant to the problem of research without supplicating for a degree.

- (vii) Unless permitted by the guide to work for a specified period at some other place, the scholar shall be required to attend the institution, where he is to work, on all working days.
  - (viii) If any information submitted by the scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him an opportunity of being heard.
  - (ix) If at any time it should appear to the University that the progress or conduct of the scholar has not been satisfactory, the scholarship/fellowships may be suspended or withdrawn.
  - (x) The scholar/ Fellow shall be required to pay the fees prescribed by the University.
- (4) If two or more candidates are eligible for the award of Scholarship, the scholarship shall be divided equally between the candidates concerned.
  - (5) The scholarship shall be tenable from the 1<sup>st</sup> of July if the scholarship holder joins the institution within one month of date of opening of the session after the summer vacation and paid the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the institutions.
  - (6) A scholarship holder shall not combine any other course of study with the course for which the award is made.
  - (7) The payment of Scholarship shall be made only on receipt of scholar's receipted bills duly countersigned by the Head of the Institutions where he studies. No scholarship shall be drawn for a month unless the scholarship holder has attended the institution regularly in that month.
  - (8) The withdrawal of scholarship shall be done in accordance with the procedure that may be laid down by the University.
  - (9) A scholarship shall be cancelled in the Final Year if the Scholarship holder fails to secure at least 60% marks in the previous examination of the concerned Master's Degree of Arts, Science, Life Science and Commerce 65% marks Management in Engineering.
  - (10) If scholarship holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship for the month of March and April shall be paid only if the Head of the Institution certify that the scholar diligently studied for the examination, but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the final examination, if the scholar

passes the previous examination with the requisite marks in the succeeding year in the first attempt.

- (11) A scholarship holder shall at all times be of good behavior and observe all rules of discipline.
- (12) A scholarship shall be liable to termination if-
- (i) The scholarship-holder discontinues studies during the middle of a session; or
  - (ii) The scholarship holder, after he has been given a reasonable opportunity to explain his conduct, is in the option of the Board of Management guilty of a breach of this ordinance; and if the Board of Management so directs, the scholarship- holder shall also be liable to refund the amount of scholarship drawn by him.
  - (iii) The order of termination by the Board of Management shall be final.
- (13) University Gold & Silver medals shall be awarded only on the basis of the results at annual examinations or extracurricular activity participant for representing University.
- (14) University shall institute medals and prizes through endowment and donations received from individuals and trusts as may be approved by the Board of Management from time to time.
- (15) Any dispute arising out of the provisions of this Ordinance or any of the matters requiring an interpretation on decision shall be referred to the following committee. The Committee will send its recommendation to Chancellor for approval. Chancellor has power to approve or reject the recommendation of Committee.
- (i) The Vice Chancellor                      Chairman
  - (ii) One Nominated Member of Board of Management
  - (iii) One Nominated Member of Chancellor.
- (16) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

## SRI SATYA SAI UNIVERSITY TECHNOLOGY &amp; MEDICAL SCIENCES

## Ordinance

No.07 of 2013

## Disciplinary Action against the Students

- (1) Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the institutions of which he/she is a student and of the University.
- (2)
  - (i) When a student has been guilty of breach of discipline within or outside the premises of University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the Institution at which such student is studying should inform the Vice-Chancellor/ Registrar depending upon the nature of gravity of the offence student may the nature and gravity of the offence-
    - (a) Suspend such a student from attending classes for not more than a week at a time, or
    - (b) Expel such a student from his institution;
    - (c) Disqualify such a student from appearing at the next ensuing examination; or
    - (d) Rusticate such a student.

Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
  - (ii) The Head of the institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.
  - (iii) The period during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.
  - (iv) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled student.
- (3) All students pursuing a course of studies at the University Teaching Departments shall observe a code of conduct as may be laid down by the Board of Management and also abide by all rule and regulations of the University framed and notified from time to time.

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- (4) Any violation of the code of conduct or breach of any rule or regulation of the university by any student shall constitute an act of indiscipline and shall make him liable for disciplinary action against him.
- (5) The following acts, in particular, shall constitute acts of gross indiscipline and any student indulging in any of them shall render himself liable for disciplinary action against him:-
- (i) Disobeying the teacher or misbehaving in the class;
  - (ii) Quarrelling or fighting in any University building or in the campus among them;
  - (iii) Quarrelling or fighting with a University employee or any employee of the University canteen, mess or any other public utility functioning in the campus;
  - (v) Satirizing or writing or slogans or any material, making of skeletons or figures on any wall or portions of any building within the campus which is not authorized by the university administration.
  - (vi) Behaving in the University campus or outside in a manner which is indecent or which is meant to annoy or hurt the teachers, officers or employees of the University.
  - (vii) Any other act which the discipline committee may determine and Vice-Chancellor may accept as an act of gross indiscipline.
  - (viii) However, all cases of indiscipline within hostel premises shall be dealt by the warden concerned. To deal with such incidents the warden shall have all the powers prescribed for the proctor in this ordinance,
- (6) There shall be a Proctorial Board consisting of a Proctor and such number of joint proctor as the Board of Management may decide from time to time.
- (7) The Proctor and Joint Proctor shall be appointed by Vice-Chancellor from amongst the teachers of the University ordinarily for a period not exceeding two years at a time.
- (8) Power and Duties of Proctor: - The Proctor shall take action in all matters which are referred to him for disciplinary action by any responsible person or constituted authority of the University, he may also take action in matters which come of his knowledge and which in his opinion call for disciplinary action.
- (9) The Proctor may delegate any of his powers to Joint Proctor. In the absence of Proctor the senior most Joint Proctor shall act as Proctor and shall have all such Powers to Proctor.



- (10) In the opinion of Proctor, the act of indiscipline requiring action if it is not of a serious nature, he may hold a summary inquiry and shall have powers to impose the penalties.
- (11) If in the opinion of Proctor, the breach of discipline if it of a serious nature he may refer the case for investigation by the Proctorial Board, Proctor and Joint proctor or any two Joint Proctor shall constitute the quorum for sittings of such investigation.
- (12) There shall be a Discipline Committee consisting of the following :-
  - (i) Proctor Convener
  - (ii) Dean, Student Welfare
  - (iii) Professor in charge of Student Union
  - (iv) Joint Proctors
  - (v) Warden of the Hostels & Joint Wardens
  - (vi) President of Student Society (if any)
  - (vii) Two other students nominated by Vice-Chancellor.
  - (viii) One of the Joint Proctor will be nominated by the Proctor as Secretary of the Discipline Committee.
- (13) The Discipline Committee shall ordinarily convene meeting once in each academic year and it shall review general situation regarding discipline in the university and make suggestions in this regard. Any specific cases of indiscipline may also be referred to the Discipline committee for giving its opinion regarding the action to be taken.
- (14) All punishment awarded to the students shall be recorded in a register to be maintained by the Proctor. The Register shall be permanent record of the university and shall contain such details as may be prescribed and approved by Board of Management.
- (15) Certificate regarding Character and Conduct of student of the University Teaching Departments may be issued to him by the Proctor. However, in the case of a student who has been awarded punishment three or more times by the Proctor himself or on the recommendation of the Proctor, the fact that he was so penalized shall be mentioned in the certificates of character and conduct to be issued by the Proctor. The Certificates of Character and Conduct issued by the Proctor shall be the only valid Certificates of the University in that regard.
- (16) If the Proctor finds that in any incident of disturbance or breach or peace, certain persons who are not in the rolls of the University are involved or are likely to be involved he may send recommendation to the Vice-Chancellor that the University campus be declared out of bounds for such persons. If the recommendation is accepted by the Vice-Chancellor a notification shall be sent to the District Magistrate and the other

administrative authorities as the Vice-Chancellor may deem fit. So the notification issued under this paragraph in force entry into the campus of person/ debarred from entering the campus shall be an act of criminal trespass and shall be dealt with accordingly.

- (17) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES**

**Ordinance**

**No.08 of 2013**

**Payments/Remuneration for Examination Work**

1. The rates of remuneration for all purposes for paper-setters/examiners/ staff shall be as per decision of Board of Management of University.
  2. The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University.
  3. In case of a work for which no remuneration has been prescribed in University Rules, the rate then shall be determined by the Vice-Chancellor from time to time.
  4. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Deans of the Schools. The decision of the Vice-Chancellor shall be final.
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# SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES

## Ordinance

No. 09 of 2013

### Co-Operation and Collaboration with Other Universities/Institutions & University Teaching Department/ Colleges under University

1. With reference to the decision of the sponsoring body of SSSUTMS Sehore taking over the management of following institute which are situated in the University Campus of the University as constituent University Institutes of the SSSUTMS Sehore, subject to the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007, as amended from time to time..

The following shall be the University Institutes

1. Sri Satya Sai Institute of Science and Technology
2. Sri Satya Sai College of MCA
3. Sri Satya Sai Institute of Management
4. Sri Satya Sai College of Pharmacy, Sehore
5. Sri Satya Sai School of Pharmacy, Sehore
6. Sri Satya Sai Polytechnic (Pharmacy), Sehore
7. Sri Satya Sai College of Education, Sehore
8. Sri Satya Sai Institute of Teachers Education, Sehore
9. Sri Satya Sai College of Physical Education, Sehore
10. Sri Satya Sai Institute of Hotel Management, Sehore
11. Sri Satya Sai College of MCA (Degree), Sehore
12. Sri Satya Sai Institute of Management (Degree), Sehore

2. The University Teaching Department will be as mentioned in ordinance 1
3. The above mentioned departments/Institutes will be governed by the SSSUTMS and their decision shall be binding upon it. All administrative, Academic and financial powers would be vested with constituent Bodies, Boards and Authorities of the University. The College would work as a Teaching Department of the University.

4. As soon as the above mentioned institutes admitted to the privileges of the University as its Constituent institutes all its assets and liabilities, the movable/immovable property with entire land, roads and buildings etc. will stand as transferred to the University and will be treated as University property in all the records maintained by sponsoring body of SSSUTMS and concerning corporate account. The University will not be bound to pay any cost towards this property. The decision regarding sale, mortgage or major alteration of the existing movable and immovable property these institutes would be taken after the approval of the Sponsoring body. All provision of this Para is subject to the provision of relevant Act / Laws of the country/State.
5. The departments of the above mentioned institutes would henceforth be called the University Teaching Department of the SSSUTMS, Sehore. The Principal of the Institute will be the Director of the Institute.
6. Objects of declaring as Constituent University department/University Institute:-  
The following shall be object of declaring as constituent colleges/ Polytechnics
  - a. To provide the desired quality Academic and Administrative Leadership for the further expansion of the institution.
  - b. To create a desired environment and develop a framework to pursue a path of Excellence in Higher Education.
  - c. To lay a firm and everlasting foundation for growth of Quality Technical Education in the Institution.
  - d. To develop the institution as a model for Curriculum Innovation and Examination Reforms., development of professional and moral values in the faculty, students and the staff.
  - e. To foster the growth of well-informed knowledgeable and talented manpower to work in knowledge technology driven systems and enterprises.
  - f. To facilitate synergic partnership with the Industries of the state and the country for further qualitative growth.
  - g. For transforming technical education into a vibrant and dynamic system.
  - h. To foster Research Culture and promote industrial consultancy.
  - i. To foster international and national collaboration for academic programme for research and development.

**7. MANAGEMENT OF THE CONSTITUENT INSTITUTION**

For all purposes, the sustenance and development of the constituent institution shall be a responsibility of the university. In fulfilling its responsibility, the SSSUTMS shall:-

- Recruit and develop faculty of the constituent institution,
- Investment in the development of the institution,
- Encourage revenue generation in the institution through various means,
- Formulate the institution budget and manage its finance
- Provide Good Governance to the institution

**8. STATUS OF THE STUDENT'S COURSES**

All the students admitted after proper functioning of the University as per the Act 2007 shall be treated as the students of the University, Constituent University department/ University Institute.

All the courses of the concerned institution admitted to the privileges of the university, shall be continued and treated as the courses of the University department/University Institute.

**Campuses under SSSUTMS:** Following Campuses & courses will be under SSSUTMS

S. No	COURSE	EXISTING INSTITUTE	PROPOSED CHANGE IN NAME
1	B.E., M.Tech, M.C.A., M.B.A. (FT), M.A.M., M.T.M.	Sri Satya Sai Institute of Science and Technology	School of Engineering, SSSUTMS
2	M.C.A. , M.B.A.	Sri Satya Sai College of MCA	School of Computer Application, SSSUTMS
3	M.B.A. (FT) M.B.A. (PT)	Sri Satya Sai Institute of Management	School of Management Studies, SSSUTMS
4	B. Pharma , M. Pharma	Sri Satya Sai College of Pharmacy, Sehore	College of Pharmacy, SSSUTMS
5	B. Pharma	Sri Satya Sai School of Pharmacy, Sehore	School of Pharmacy , SSSUTMS
6	Diploma In Pharmacy (D.Pharm)	Sri Satya Sai Polytechnic (Pharmacy), Sehore	Polytechnic Pharmacy , SSSUTMS
7	B.Ed, M.Ed,	Sri Satya Sai College of Education, Sehore	School of Education, SSSUTMS
8	B. Ed., M. Ed.	Sri Satya Sai Institute of Teachers Education, Sehore	School of Teachers Education, SSSUTMS
9	B. P. Ed., M. P. Ed	Sri Satya Sai College of Physical Education, Sehore	School of Physical Education, SSSUTMS
10	B H M C T	Sri Satya Sai Institute of Hotel Management & Catering Technology, Sehore	School of Hotel Management

11	B. A. – Plain, CS B Com – Plain, CS B Sc – CBZ, CS, Maths, IT, Elex B B A B C A M Sc – Phy, Chem, Maths PGDCA	Sri Satya Sai College of MCA, Sehore and Sri Satya Sai Institute of Management, Sehore	Department of Chemistry Department of Mathematics Department of Physics Department of Botany Department of Zoology Department of Commerce & Business Studies Department of Computer Science & Application Department of Economics Department of Sociology Department of English Department of Hindi Department of Political Science Department of History & Culture
12	MBBS	To Introduce	School of Medical Sciences
13	BHMS	To Introduce	School of Homeopathy
14	BAMS	To Introduce	School of Ayurveda & Sidha Studies
15	B Sc (Nursing)	To Introduce	School of Nursing
16	Paramedical Courses	To Introduce	School of Paramedical Studies
17	Diploma	To Introduce	Polytechnic ( Engineering)
18	B.Arch, M .Arch	To Introduce	School of Architecture

a. Co-operation & Collaboration with other Universities & Institutes of Higher Education

The SSSUTMS shall be signing MOU with National and International level Institute and Universities for Co-operation & Collaboration for higher Education.

The Co-operation/ Collaboration Shall be for

- (1) Skill up gradation of Faculty members.
- (1) Running for Twin Courses program at Graduate & Postgraduate Level.
- (2) Exchange/partnership of different Degree Programs.

11. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No. 10 of 2013****Residence of Student**

The University Premises has Hostel facility for students. The Condition for providing residence facility is as under:-

**GENERAL**

1. These rules may be called the rules for Hostels of the SSSUTMS, Sehore (M.P.).
2. These rules shall be applicable to all the Hostels of the University

**ADMISSION**

3. Application for admission to hostel shall be made on the prescribed form available at hostel office/office of the DSW on payment of fees as prescribed. The duly filled application form should reach hostel/DSW office before the prescribed date.
4. Incomplete or wrongly filled application forms shall not be considered.
5. Each applicant for admission shall furnish a character certificate from the Head of the institution last attended, along with application.
6. After an applicant has been admitted or readmitted he/she may be allotted a bed in a room by the warden.
7. Old hostellers seeking readmission must also apply for admission ensuring clearance of No Dues of previous year (if any), then deposit their readmission dues.
8. No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel.
9. The parents of the students shall submit a pass-port size colored photograph of the local guardian, duly signed by both (parent and guardian), to the hostel warden at the beginning of the semester/admission to the hostel to enable the hostel warden to identify the person when he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.
10. No student shall be allowed to reside in any hostel after completion of his/her degree for which he/she was admitted. In the event of taking admission in other course in the university his/her admission in the hostel shall be considered a fresh.
11. Initially a bonafide student may be considered for admission for one session only and in case of unsatisfactory conduct, re-admission in the university shall not be considered.



12. Hostel rooms shall have to be vacated during summer vacation for maintenance. In exceptional cases student may be permitted to stay on payment of special charges to be decided by the Hostel Management Committee.
13. Students shall not be allowed to keep any furniture other than those provided by the hostel in their rooms without prior permission of the warden.
14. Music systems/radio/T.V. are not allowed in the rooms, however it may be permitted with earphone attachment.
15. Students shall cooperate in keeping the Hostels and their surroundings clean by not disposing of garbage and waste materials here and there but in dustbins at designated places.
16. Hostellers shall be responsible for the security of their own property. They must not leave their room/box unlocked in their absence. Luxury items are strongly discouraged and the management is not responsible for security/safety problems arising out of this.
17. In case of any emergency during the night, the hostellers shall contact the hostel warden for help. Girls may contact the warden through, the Ayah/Chowkidar of the hostel. Local guardians/parents of girl hostellers may telephone the hostel warden and not the girls directly after 7: 00 pm in case of emergency.

#### FEES, RENTS & OTHER CHARGES

18. Hostellers shall pay a monthly rent as prescribed by the University for the term for which they have been admitted or readmitted. In addition to the above every student readmitted shall pay admission fee. Late fees shall be charged after the date fixed to deposit the fees notified by the University. A student, if admitted after beginning of the session, shall pay the admission fee and university dues and room rent from the commencement of academic year up to and including the fee for the month in which he has been admitted (not less than six month).
19. Every students admitted or readmitted to the hostel shall pay caution money refundable at the time of leaving the hostel on completion of the course/degree.
20. In case, the study course is not completed within the stipulated period and the hosteller is required to extend his/her stay in the hostel for completing the course he/she may be allowed to continue his/her stay in the hostel on the recommendation of the course coordinator and concerned warden with payment of hostel in multiples of a semester. This facility however shall not be provided to the students who are required to prolong their stay on account of repeat examination.

#### CANTEEN

21. The facility of mess /canteen shall be provided by the University on payment basis; cooking is strictly prohibited in the hostel.
22. Every hosteller shall be required to pay monthly mess charges in advance as notified by the Hostel Committee.

#### HOSTEL ROOM AND ALLOTMENT

23. The following priority is fixed for providing accommodation in the University Hostel.
  - (a) Undergraduate boys/girls and whose parents are residing in rural areas and students belonging to economically weaker sections of the society shall be given preference over other boys/girls.
  - (b) Physically Handicapped Students.
  - (c) SC / ST / OBC Students.
  - (d) Students pursuing professional courses that require longer hour practical or fieldwork shall have priority over others.
  - (e) Local students (staying within 15 kilometers from the campus), research scholars and married students shall not be allowed due to space limitation in the hostel.
  - (f) All Hostel students residing in the hostel shall be required to submit an undertaking as per Proforma approved by Dean Student welfare.

#### ATTENDANCE

24. Attendance shall be taken in hostel every evening at an appointed time. Absence without prior information to warden, at the time of attendance is an offense. The warden shall adversely deal with any attempt of proxy or wrong entry in the attendance register. The roll call hours will be as follows-
25. Attendance time for girls during summer -19: 00 h and for winter 18: 00 h.
26. Attendance time for boys - 21: 00 h.

#### HOSTEL MANAGEMENT COMMITTEES

27. There shall be Hostel Management Committee, Standing committee for Hostellers Discipline and a Hostel Committee appointed by the Vice-Chancellor for the help of the warden for smooth running of the hostel. The term of the committee shall be one year, which may be extended by the Vice- Chancellor for another year.

##### (a) Hostel Management Committee

The Committee shall comprise:

- |   |            |
|---|------------|
| (i) Dean Student Welfare-                           | - Chairman |
| (ii) Chief Wardens and all Wardens                  | - Member   |
| (iii) One Student's representative from each Hostel | - Member   |

- (iv) One Dean nominated by the Vice-Chancellor - Member
- (b) **Hostel Disciplinary Committee**
- There shall be a Hostellers Disciplinary Committee to deal with student's indiscipline and misconduct defined in the Hostel ordinance:
- (i) Dean Student Welfare- - Chairman
- (ii) One Dean nominated by the Vice-Chancellor - Member
- (iii) Warden of concerned hostel - Member
- (iv) Chief Proctor - Member
- (c) **Hostel Committees**
- There shall be a Hostel Committee in every hostel nominated / elected by the warden with the consent of hostellers for smooth running of day-to-day affairs of the hostel. The Committee shall consist of the following-
- (i) Hostel Warden - Chairman
- (ii) One hostel student representative approx. for 20-25 members. - Member
- (iii) One hostel Prefect and one-Associate Prefect for various functions like food, health and extracurricular activities. - Member

#### MISCONDUCT & INDISCIPLINE

28. Gambling of any kind and use of liquor/drugs and smoking etc. is strictly prohibited in the hostel and campus.
29. Guests of the opposite sex shall not be entertained in the hostel. The Hostellers however may be permitted to meet their relatives at pre-permitted place during designated time.
30. Pornographic literature and exotic posters/displays etc. are not permitted in the hostels.
31. No hosteller shall be allowed to change the room allotted in the hostel without prior permission of the warden. The warden may order at any time change of rooms or mutual exchange of rooms without assigning any reasons.
32. Use of electric heater & iron etc. are not allowed in the hostel. Heavy fine may be imposed for violation of this rule.
33. Hostellers are strictly prohibited to keep firearms with them. No pets such as dog etc. are permitted to be kept in the hostel by the hostellers.
34. In exigencies all hostellers shall vacate their room at given order/time by the Vice-Chancellor/Registrar for any reason whatsoever and hand over the charges of their rooms to the warden failing which warden shall be authorized to break open the locked

room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.

35. Hostellers shall not give shelter to any outsider; anyone found guilty on this account shall be severely punished including removal from the hostel of accommodation the University.
36. No meeting shall be held in the hostel premises without the prior permission of the warden.
37. No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed or countersigned by the warden /D.S.W/Registrar/V.C.
38. Hostellers shall not cause damage or interfere in any manner with the Notice Board of the hostel. A breach of this rule shall be severely dealt with.

**Note:** For notification or communication to the hostellers a notice by the warden on the hostel Notice Board shall be considered adequate. Hostellers should watch the Notice Board regularly and follow general or specific instructions given from time to time. For matters common to all, the hostellers or students, the display shall be on the Notice Board of the Dean of Students Welfare Hostel Office. No separate notice would be sent to them.

#### DISCIPLINARY ACTION

39. Every hosteller shall maintain a high standard of discipline, have respect for the tradition of the university and conduct in a dignified manner within and outside the hostel. They should do nothing, which may cause noise, disturbance or distraction in studies or may be deemed irregular in any way.
40. The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishment, warnings etc. While the register will have one page for one student for noting misconduct, it should have another page to note down good conducts/acts in the nature of good Samaritan.
41. Resort to any form of strike by the hostellers without following the legally provided remedial channels/procedures shall be deemed as a serious breach of discipline and the student shall ipso facto stand expelled from the hostel/university.
42. Any indiscipline or misconduct committed by the hosteller or group of hostellers shall be brought to the notice of Hostel Disciplinary Committee for taking appropriate action.

43. Depending upon the gravity of the misconduct committed by the hosteller matter can be brought to the notice of the Chief Proctor or Registrar or Vice-Chancellor who may pass order in writing for taking appropriate action.
44. In case the situation in the hostel deteriorates to a level that requires protection, the Chief Proctor in consultation with DSW/Warden may call the security to get the Hostel vacated by the Hostellers. Such action taken however shall be brought to the notice of the Registrar/Vice-Chancellor in writing.
45. Any hosteller found guilty of indiscipline, defiance of orders, rowdy behavior or any other misconduct is liable to be fined up to Rs. 1000/- and/or instant removal or expulsion or rustication from the hostel/university.
46. No student shall be permitted to appeal against the decision of the warden to any authority other than Hostel Management Committee. If the appeal is against the decision of the Hostel Management committee, it should be made to the Vice-Chancellor.
47. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No.11 of 2013****Doctor of Philosophy (Ph.D.)****(Ordinance as per UGC Regulation 2009)**

The Ordinance shall be called "Ordinance" Governing Doctoral Degree. The ordinance will be governed on such rules & regulations as per approval from Board of Management of the University framed in accordance of regulations /norms laid by UGC from time to time.

**1. Eligibility for Enrolment for Doctor of Philosophy (Ph.D.)**

- 1.1 A candidate for enrollment for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least 55% marks or an equivalent grade of University / Deemed University or any other University incorporated by any law for the time being in force and recognized by the University (Five percent marks will be relaxed for SC/ST and Handicapped candidates).
- 1.2 A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his Master's or Bachelor degree in Engineering/ Technology/ Applied Sciences or other streams. Provided that, research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature of the same faculty or of allied faculties. Provided further that whether a subject is allied or not to the subject in which the candidate has done Master's or Bachelor degree in Engineering/Technology/Applied Sciences or other streams, shall be decided by the Academic Council.

2. A candidate must apply for registration for Ph.D. degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating.

- (i) His/her Qualification and experience;
- (ii) Proposed subject/discipline along with the relevant faculty in which he/she proposes to work.
- (iii) Proposed title of the Ph.D. thesis
- (iv) Name of the supervisor (along with name of Co-Supervisors, if any)

(Strictly from the University list of approved Supervisors & Co- Supervisors) under whom he/she wishes to work and the place/places at which he/she wishes to carry on investigations together with the consent of the Supervisor and Co-Supervisor.

(v) Certificate of qualifying the UGC/CSIR/DST/National or State Level Fellowship/NET/ GATE/GPAT/SLET, if any

(vi) Letter granting teachers fellowship, if any.

(vii) Address, Contact number, mobile number, email- id & other contact details.

### 3.0 Availability of seats.

Depending upon availability of supervisor/Co-supervisor the number of seats shall be decided, provided that

- (i) A Supervisor shall not have at any point of time, more than 08 Ph.D. Scholars as supervisor and 06 Ph.D. Scholars as co supervisor in case of a Professor and 06 Ph.D. Scholars as supervisor and 05 Ph.D. Scholars as supervisor in case of others, in any university/Research Centres in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.
- (ii) The seats available with the supervisor should be manageable for him/her and also manageable for the concerned research centre.

### 4.0 Admission Procedure

(1) The admission shall be made by the University, through an entrance test by the Admission Board following the norms prescribed by the UGC New Delhi. The board will perform the following work :

- (i) To prepare panel of names of papers setters in various subjects and submit them to the University.
- (ii) To arrange for entrance test.
- (iii) To arrange for interview.
- (iv) To announce the names of candidates admitted along with the subject, place of research work, name of supervisor and of the thesis.
- (v) To resolve problems, if any.

- 2 (a) Candidate who have qualified the UGC/CSIR/DST/National/State level Fellowship/GATE/GPAT/SLET/NET/M.Phil. Shall be admitted directly without the entrance test.
- (b) Candidates who have been awarded teachers fellowship by statutory bodies for doing Ph.D. degree shall also be admitted directly without the entrance test.
- (c) All other candidates will be selected through entrance test.

### 5.0 Structure of Test

Entrance test will be conducted on following:

Duration	Two Hours
Question Paper	
Part I Research Methodology	
Part II Related Subject	

### 6.0 Interview and Allotment

- (1) Each student shall have to appear in an interview. The interview board shall consist of the following members:

- (i) Vice Chancellor or his Nominee as Chairman
- (ii) Dean of School.
- (iii) One of the Chairman of relevant (Board of studies) to be nominated by the Vice Chancellor.
- (iv) One of the recognized supervisors in the University Teaching Department in the subject to be nominated by the Vice Chancellor.
- (v) One subject expert to be nominated by the Vice Chancellor.

One third of the total members shall complete the quorum. However, presence of the subject expert shall be essential. If the Dean of School is not available, the Vice Chancellor may then appoint a Senior Professor of any University Teaching Department as member.

- (2) The interview shall be conducted in the University Teaching Department.
- (3) The candidates shall be called for interview in the following order:
  - (i) Candidates who have qualified UGC/CSIR/DST/National or State level fellowship examination/GATE/GPAT/NET/SLET.
  - (ii) Candidates who have been granted teacher fellowship by a statutory body.
  - (iii) Candidate according to merit list of the entrance examination.
- (4) At the time of interview, the candidates are expected to discuss their research interest/area, choice of supervisors and co-supervisor (if any) .



For the candidates belonging to category as mentioned in para 6(3) (i& ii), 100% weightage shall be on the interview. For the candidates mentioned in para 6(3) (iii), the weightage of the interview marks shall be 20 percent where as 60 percent weightage shall be given to the written entrance exam conducted as per para 5 and remaining 20 percent weightage shall be given to aggregate of qualifying PG examination.

- (5) The allotment board then shall finalize the list of the names of the candidates admitted to the Ph.D. in the concerned subject.
  - (a) The candidates in category (i) of sub-para 6 (3) above shall be admitted first; secondly the candidates in category (ii) shall be admitted in that order. In these categories. If there are more than one candidate having equal marks, then merit shall be decided according to the percentage of marks at the qualifying PG examination.
  - (b) As far as possible, the allotment board shall allot the preferred place of research work and the preferred supervisor and co-supervisor, if any and shall also approve the proposed title of the thesis(however, the candidate may change title of his/her thesis, after prior approval by Research Degree Committed(RDC). The candidate may, however, be allowed to take another chance for allotment in next admission process if he does not want to change the preferences in the first instant.
- (6) The admission process must be completed by the last date for admission decided by the University for the Doctoral Courses.
- (7) A merit list shall be prepared on the basis of entrance test and interviews as mentioned in para 6(4) and shall be declared as the result of the entrance examination by registrar

#### 7.0 Fees

- (a) Registration fee for Ph.D. programme is to be paid to the University at the prevalent rates as announced by the University from time to time. The total programme fee must be paid before submission of Ph.D. thesis.

#### 8.0 Course work:

- (a) After having been admitted, each Ph.D. student shall undertake course work in the subject as per guideline of UGC for a minimum period of six months i.e. one semester. The course shall include a curriculum on research methodology it may also involve reviewing of published research in the relevant field.
- (b) Evaluation.
  - (i) The course work shall carry 10 credits (one credit equal to 15 hours). The concerned

Department/ School/ Institution shall decide the details of the course work, teaching schedule and evaluation.

- (ii) The details of the specific subject shall be decided by the department/school.
- (iii) The procedure for admission shall be laid down from time to time by the Academic Council.
- (iv) University examination shall be held at the end of the semester. The Scheme of examination shall be notified by the University.
- (v) The review or survey presented by the candidate in typed shall be examined by the He shall declare whether it is satisfactory or not.
- (vi) A candidate shall be declared to have successfully completed the course, if he/she has successfully passed semester examinations with minimum 65% or in equivalent grade as mentioned above. Minimum 6 credits to be earned during the course work for successful completion.

#### 9.0 Facilitation Centre

A candidate may pursue his research work for Ph.D. degree in the University Teaching Department in the subject concerned,

OR

At a Facilitation Centre i.e. an organization of National or International repute (NIIT/IIT other academic institutions of national importance/Research Organizations of Government/reputed corporate establishment with established R&D Laboratories etc.), recognized as a research Centre by the Academic Council: Provided that a M.O.U. shall have to signed between the university & the Institute/Organization.

- (a) After the M.O.U., the candidates may also be allowed by RDC to pursue research work at an industry of International repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India approved R&D Centre and shall be recognized for this purpose by the BOM of the University.
- (b) A candidate permitted to work in such Industry as stated in above para, having MOU with the University, shall be required to take at least one supervisor/co-supervisor from the industry, such supervisor/co-supervisor should be Scientist/Director of the R&D center not below the rank of the Associate Professor of the University.
- (c) Candidate may also be permitted to work by RDC in research establishment of repute like CSIR labs/ DRDO Labs or Labs of repute established by Central Government and after MOU signed by the University with such establishment.

- (d) A candidate permitted to work in such Research Establishment, stated in above para, shall also be required to take at least one supervisor/co-supervisor from the Establishment. Such supervisor/co-supervisor should be scientist/Director of the R&D Centre not below the rank of Associate Professor of the University.

#### 10.0 Supervisor/Co-supervisor

- (a) The person recommended as supervisor/co-supervisor to guide the research scholar must be:
- (i) The Professor in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

OR

- (ii) An Associate Professor or Reader in the University who has obtained a doctorate degree in the subject and has published at least five research paper on the concerned subject in standard journals of repute.

OR

- (iii) An Assistant Professor in the University who has obtained a doctorate degree in the subject and has published at least five research paper on the concerned subject in standard journals of repute and has at least three years teaching experience with PhD.

OR

A Director/Scientist/professor/or an equivalent cadre in an organization of National/International repute not below the rank of an Associate professor of the University, working as regular employee or retired and who has published at least five papers in peer reviewed standard journals of repute.

- (i) Provided further that a person who is himself registered for Ph.D. degree of the University shall not be eligible to act as supervisor or member of any committee mentioned in this Ordinance.
- (b) A person, who wants to get himself/herself recognized as a supervisor/co-supervisor, shall apply in the prescribed Performa, duly forwarded by Head/Principal/Director of his institution. The case will be put up before the RDC which will decide about the recognition.

## 11.0 RDC

- (1) After successful completion of Pre Ph.D. course work, the candidate shall be eligible to submit a synopsis (as per Appendix 1.) of his proposed research work along with the title of thesis (finally decided by candidate) duly forwarded by the supervisor and Head of the institution where the candidate is pursuing his/her research. The synopsis has to be submitted in ten copies, with signatures of candidate, supervisor, co-supervisor and Head of the institution on each of the copy on each of the page.
- (2) The candidate shall be required to make an oral presentation of the proposed work before the Research Degree Committee (RDC) consisting of the following members:-
  - (i) Vice Chancellor or his nominee- Chairman.
  - (ii) Dean of the School concerned.
  - (iii) Chairman, Board of studies of the subject in the School.
  - (iv) Head or One Professor of the University Teaching Department or in the case of non-availability of professor, one Associate Professor of the University Teaching Department of the subject.
  - (v) One external subject expert of the rank of University Professor to be appointed by the Vice Chancellor, ordinarily out of a panel of 5 experts given by the Dean of the school concerned External expert and two other members shall form the quorum.

Note:- (a) On the request of the supervisor, Vice Chancellor may permit him to be present as an observer during the oral presentation of his candidate.

(b) No. T.A and D.A shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.

- (3) The meeting of Research Degree Committee (RDC) shall be held in the University office twice a year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor. Submitted under section 11 of this Ordinance, and recommend the eligibility of the person for the appointment as supervisor/ co-supervisors. The committee shall also prepare a list for approved supervisors/co-supervisors, along with their specializations as per provision of this Ordinance. This list shall be available with the Registrar.
- (4) After approval by the RDC of the title of the thesis, synopsis, supervisor, co- supervisor/s (if any), and place of research work, the candidate shall be registered for Ph.D./degree from the date on which the candidate had deposited the registration fee and other fees mentioned in para 7 of this Ordinance, at time of admission, and this date will be the

"date of registration" of the candidate. The letter of registration shall be issued by the Registrar, and sent to all those concerned. The candidate shall be enrolled as a student from the date of registration and will be required to pay regular tuition, library and laboratory fees (six monthly) to the university.

- (5) If the RDC makes any change only in the title of the thesis, the approved changed title shall be communicated to the candidate in the meeting of the RDC itself. The letter of registration shall be issued mentioning the approved title.
- (6) If the RDC suggests any change in the synopsis, then the change required shall be communicated to the candidate by the Registrar. The candidate will be required to resubmit the synopsis (in Ten copies) as revised by him/her, incorporating the changes suggested by the RDC within 3 months time. The dean of the School shall examine the revised synopsis and if he is satisfied that the changes suggested by the RDC have been incorporated in the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Registrar.
- (7) If the RDC decides that major revision is required in the synopsis and/ or the oral presentation was also found to be unsatisfactory, the candidate may be asked to revise the synopsis and/or improve upon the oral presentation and reappear at the next meeting of the RDC.
- (8) If the RDC does not recommend a candidate for registration to Ph.D. degree, the candidate shall be communicated the same by the Registrar. In such case, only the caution money deposited by the candidate shall be refunded.

#### 12.0 Change of Supervisor

Only under special circumstances, the candidate may be allowed to change the supervisor by the Vice Chancellor on the recommendation of the committee, constituted by the Vice Chancellor for this purpose. No change in the topic of research will be permitted due to change of supervisor.

#### 13.0 Six monthly report

The University shall obtain every six month a record of attendance, progress report of the work of Research Scholar from his supervisor as per Appendix 4 which shall be scrutinized by the Dean of the School.

Those candidates who fail to deposit fees, the Vice Chancellor on the recommendation of the Dean of the Faculty may order the removal of the name of the scholar from the list of those registered for the PhD. Degree.

#### 14.0 Summary of thesis and appointment of examiner

- a) The candidate shall submit ten copies of the summary of the thesis together with a list of research papers published or accepted for publication (in the peer reviewed standard journals of repute, as approved the University from time to time, through his/her supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- b) The supervisor shall submit to the Registrar, in a sealed cover a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University. At least half of the name should be from outside the state. Another panel of at least six examiners, actively engaged in the concerned area of research and not below the rank of Associate Professor of a University. From outside the jurisdiction of this University, shall be submitted by Chairman Board of studies/Examination committee of the concern department in which the candidate is pursuing PhD.
- c) In case the candidate related to the supervisor, then the first panel of examiners shall be obtained from Head, University Teaching Department of the subject concerned, or a senior professor nominated by Vice Chancellor.
- d) The Vice Chancellor shall appoint two examiners out of two aforesaid panels, submitted by the supervisor and Examination Committee, respectively. The consent of examiners shall be obtained by sending them the summary and list of publication.

Note: The summary of thesis shall be sent by post/ air mail/ email.

#### 15.0 Pre Submission Defense Committee

- 1) Prior to submission of the thesis, the candidate shall prepare a draft thesis and shall submit it in Soft and Hard copy in the prescribed format of the University.
- 2) However prior to the submission of draft PhD. thesis and PSDC, the candidate shall publish at least two research papers in the peer reviewed standard journal of repute, as approved by the University from time to time, in which the candidate is the sole author or one of the coauthors, then his/her name should be as first author. The

reprint of such a paper along with reprints of other research papers published by him if any shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the acceptance letter along with the approved manuscript (i.e. preprint) shall be appended inside the thesis at the end.

- 3) The candidate shall make a Pre- Submission Defense, based on that draft thesis, in the University Teaching Department in the subject or any place in the University premise fixed by the University for the purpose. Arrangement for this shall be made on a request from the candidate, duly recommended by the supervisor, to the University in the proforma given in Appendix 5.

#### 16.0 Submission of thesis

1. After getting an approval from PSDC as mentioned in Para 15, the candidate can finalize his/her thesis.
2. The finalized thesis shall be typed set on a computer using standard software like MS word or Latex. It shall then be typewritten only on one side of pages. It may then be photocopied (only on one side of the pages) for producing multiple copies.
3. The Candidate shall submit the thesis to the University as follows:
  - i. Six hard bound copies of the thesis, and
  - ii. Soft copy in the form of CD (in six copies)
4. In the thesis after the cover page, the forwarding letter/declaration/certificate mentioned in (a) (b) and (c) below must be given
  - (a) Thesis should be forwarded by Head of the Department
  - (b) The thesis must be accompanied by a declaration from the candidate as per ( Appendix 2) that the thesis embodies his/her own work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the Ordinance.
  - (c) The certificate from the Supervisor together with Co-supervisor, if any, as per Appendix 3.

Note: (i) The Candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.

(ii) The no dues certificates from the place of work and the University library must be submitted along with the thesis.

### 17.0 Evaluation of thesis and viva-voce examination

- (i) On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented
- (ii) The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
  - (a) It must be a piece of research work characterized either by the discovery of the new facts or by a fresh approach towards the interpretation of fact. In either case. It should evince the candidate's capacity for critical examination and sound judgment.
  - (b) It must be satisfactory in point of language and presentation of the subject matter.
- (iii) The examiners shall categorically recommend in the prescribed Proforma (Appendix 07) acceptance, revision or rejection of the thesis. He shall also give detailed comments on the points spelt out in clause 20 of the Ordinance and also detailed comments on each chapter in the examiner's report, which should be typed on separate pages, in four copies. The examiner must also give a list of at least ten question; he wishes to be asked at the viva-voce examination.
- (iv) (a) The examiner's may seek clarification of the subject matter of the thesis from the supervisor through the Registrar. This provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
- (b) The Vice Chancellor may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of thesis or such other date as may be extended by the Vice Chancellor and appoint another examiner from the panels of examiners.
- (c) If one examiner approves the thesis and the other rejects it or recommends for revision, the thesis shall be sent to the third examiner, drawn from the panel of examiners as constituted at para 15 (b) by the Vice Chancellor, without the reports of earlier examiners, The third examiner shall be asked to give his/her opinion and his opinion shall be final.
- (d) Incase both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph.D. degree, the candidate



shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co supervisor (if any) and one of two examiners(as per para 14(b)), selected by the Vice Chancellor, who have accepted the thesis for the award of the Ph.D degree. In case the candidate is related to the supervisor, then the Vice Chancellor shall appoint Head of Studies/Institution/Chairman Board of studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor.

- (e) The Supervisor/ Head of the concerned Department/Chairman Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiner appointed by Vice Chancellor to conduct the viva-voce examination. The same shall then contact the external examiner and fix up a date for viva-voce. The date fixed for the viva- voce shall be informed to the candidate and the Registrar. Provided that in special circumstances, Kulapati may appoint alternate viva-voce examiner from the panel of examiners, if both the external examiners are not in a position to conduct the viva voce examination.
- (f) The viva-voce examination shall be conducted at the concerned department or at any place fixed by the University for the purpose. The date and time and place of open viva-voce examination shall be notified by the registrar on the University Notice board at least a week in advance. At the time of viva-voce examination, the board of examiners shall be provided the reports of the examiners, which shall be returned along with the report of viva-voce examination to the Registrar in confidential cover.
- (g) The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested person present in open viva. After the presentation of the research work the Board shall ask question together with those questions, which have been given along with examiners reports. Others in the audience can also ask question and the candidate shall replay only those question which are permitted by the external examiner.
- (h) In case the viva-voce examination is not satisfactory, the candidate shall reappear for viva-voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva-voce Examination. The same examiner/external examiner for

second viva-voce examination shall be appointed by the Vice Chancellor as above. If the candidate fails to satisfy the viva- voce examiners a second time, his/her thesis shall be finally rejected.

- (V) If the examiners recommend that the candidate be asked to revise/improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of orders to the candidate.

The candidate shall be provided examiners reports without disclosing the names of the examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned to candidate.

- (VI) In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he/ha carried out the work.

- (VII) The resubmitted three copies of the thesis must make clear mention that is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case a candidate is asked to revise the thesis under clause 17 iv.c and one of the examiners recommends again for revision of the revised thesis and the other accept the thesis shall rejected. If he accepts the thesis for the award then the candidate shall be awarded the Ph.D. degree on successful viva voce examination as per provision of clause 17 iv.d of the Ordinance.

In case a candidate is asked to further revised the thesis by the third examiner, as per provisions laid down under para 17 iv.c, above thesis shall stand rejected.

Second time revision is not permitted in any case an if so, the thesis shall automatically stand rejected.

Note- Whether a candidate has incorporated the minor revision/s suggested by the examiner/s shall be evaluated by Dean of the School. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

#### 18 Appearing in other examination

No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of languages, research methodology, statistics, and computer courses).

**19 Publication of thesis**

The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was thesis approved for award of the Ph.D. degree of the University.

**20.0 Award of Ph.D.**

After the successful viva-voce, the Vice Chancellor shall have powers to issues Notifications for the award Ph.D. degree to the candidate and the matter shall be reported to the Board of Management for their approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the institution where the research work was carried out; the third will be returned to the supervisor. Following the successful completion of the evaluation process, an announcement of the award of Ph.D. the University shall submit a soft copy of the Ph.D. thesis to UGC within a period of thirty days for hosting thesis in INFI NET accessible all University/Institution.

**21.0 Reports of examiners**

After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of fee prescribed by the University. The Reports will not disclose the identity of the examiners.

**22.0 Withdrawal of degree**

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree. Those candidates who have applied for registration but have not been registered before this Ordinance comes into force, shall be governed by the provision of this ordinance i.e. they will have to fulfill all the requirement, as laid down in this ordinance.

**23.0** Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

**Appendix-1**  
**PROFORMA FOR SYNOPSIS**

1. Title of the thesis
2. Introduction : Giving purpose of research(in about 200 word)
3. A brief review of the work already done in the field.
4. Noteworthy contributions in the field of proposed work.
5. Proposed methodology during the tenure of the research work.
6. Expected outcome of the proposed work.
7. Reference in standard format.
8. List of published papers of the candidate.

Signature of the Supervisor

Date:

Signature of the Candidate

Date

Signature of Co supervisor (if any)

Date

## Appendix-2

## DECLARATION BY THE CANDIDATE

I declare that the thesis entitled.....  
.....

Is my own work conducted under the supervision of Dr.....

(Supervisor/Co-Supervisor) at .....

(Center) .....

Approved by Research Degree Committee. I have put in more than 240 days of attendance with supervisor at the centre.

I further declare that to the best of my knowledge, the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University without proper citation.

Signature of the candidate

Date:.....

Place:.....

## Appendix 3

## CERTIFICATE OF THE SUPERVISOR CERTIFICATE

This is to certify that the work entitled..... Is a piece of research work done by Shri/Smt./Ku..... Under my/our Guidance and Supervision for the degree of Doctor of Philosophy of .....University.....(M.P) India. I certify that the candidate has put in an attendance of more than 240 days with me.

To the best of my knowledge and belief the thesis:

- i. Embodies the work of the candidate himself/herself.
- ii. Has duly been completed.
- iii. Fulfill the requirement of the ordinance relating to the Ph.D degree of the University:

Signature of the Co-Supervisor

Date:.....

Signature of the Supervisor

Date:.....

## Appendix - 4

## CONFIDENTIAL PROGRESS REPORT

Six monthly progress report of the research work done for the period from

..... to ..... of the research scholar.

1. Name of the research scholar.....
2. Subject.....
3. Topic registered for Ph.D Degree.....
4. Name of the Supervisor.....
5. Name of Co-supervisor(if any).....

Description of the guidance on the topic period with dates the Candidates has been with the guide for research work (It may also indicate the date of leave availed by the candidate during the above period). Remarks of the supervisor on the work done by the candidate on topic.....

Fees paid vide receipt No ..... Date.....

Date:.....

Place:..... (Signature of Head of institution where the Candidate was registered for Ph.D. degree)

Signature of the Supervisor

Address:.....

Date:.....

Place:.....

## Appendix – 5

## FORWARDING LETTER OF HEAD OF INSTITUTION

The Ph.D thesis entitled .....

.....

.....

Submitted by Shri/Smt./Ku .....

is forwarded to the University in six copies. The candidate has paid the necessary fees and there are no dues outstanding against him/her.

Name.....Seal.....

Date:.....

Place.....

.....

(Signature of Head of institution where the candidate was registered for Ph.D. degree)

Signature of the Supervisor

Date:-.....

Place:.....

Address .....

.....

.....



## Appendix – 6

## EXAMINERS REPORTS ON Ph.D. THESIS

Title of thesis .....

.....

.....

Name of candidate Shri /Smt./Ku .....

Subject:..... Faculty.....

1. Thesis is recommended for the Yes..... No .....Award of Ph.D. degree.
2. The thesis be revised on the Lines..... Detailed below.....
3. The thesis be rejected .....(Please write Yes/No, as the case may be)

Thesis requiring only minor revision/s should also be covered in the category and suitable remarks detailing minor revision/s required, is/are to be enumerated. Thesis requiring only major revision/s should be covered in this category and suitable remarks detailing the major revision/s required is/are to be enumerated

## DETAILED REPORT

(The examiner is requested to attach detailed report in four copies, covering also the following points)

- (a) It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.
- (b) It must be satisfactory in point of language and presentation of the subject matter.

Date : ..... (Signature of the Examiner)

Place : ..... Full Name & Address .....

.....

.....

### Appendix – 7

#### PROVISIONAL CERTIFICATE REGARDING AWARD OF Ph.D. DEGREE (para)

This is to certify that vide notification no .....  
 Dated.....of this University, the Board of Management has decided that the  
 degree of Ph.D. in .....(Subject) be awarded to

.....  
 .....

The title of Ph.D thesis is.....

.....  
 .....

The Ph.D degree has been awarded in compliance of the "University Grants  
 Commission (minimum standards and procedure for award of M.Phil/Ph.D. degree)  
 Regulation, 2009"

Registrar

Date: .....

# SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES

## ORDINANCE

No. 12 of 2013

B.E. 4 year Degree course.

This ordinance shall be applicable to candidate admitted for Bachelor of Engineering (B.E.) degree

- 1.0 The first degree in Engineering of four-year (eight semesters) course, hereinafter called 4-YDC, shall be designated as BACHELOR OF ENGINEERING, in respective Branch.
- 1.1 This degree of Bachelor of Engineering (hereinafter called B.E.) shall include the branches of Aeronautical, Architecture, Rural Technology, Civil, Mechanical, Electrical & Electronics, Electronics & Communication, Electronics & Instrumentation, Information Technology, Computer Science and Engineering, Automobile, Chemical, Metallurgical, mining, textile, production engineering, fire technology & safety engineering, Instrumentation & Control, Electrical Engineering, Bio-Medical, Biotechnology and Industrial Engg. & Management, Nano-technology, and more degrees Programme can also be offered under the Ordinance on the recommendation of the Board of Management of the University as per norms & Regulation of AICTE.

## 2.0 ADMISSIONS

- 2.1 Minimum qualification for admission to the first year B.E. shall be the Qualifying Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics (also securing pass Marks in these three subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 2.2 Candidates who have qualified the Diploma course in related branch of Engineering from M.P. Board of Technical Education, Bhopal or Equivalent shall also be eligible for admission to third semester of B.E. Course.
- 2.3 Minimum qualification for direct admission to second year Bachelor of Engineering Course termed as Lateral Entry shall be as per the prevalent norms of the Government of Madhya Pradesh.
- 2.4 Non-Resident Indian (N R I) candidates shall also be eligible for Admission to B.E. in accordance with directives of the Government of Madhya Pradesh, provided they satisfy the criterion of clause 2.1.

- 2.5 The admissions to B.E. course shall be governed by the rules of the Technical education and training department government of Madhya Pradesh Bhopal and/ or any other competent authority of the state Government of Madhya Pradesh.
- 2.6 Admission under these courses will be made as follows:-
- I. In general the admission to B.E. Course shall be governed by the rules by D.T.E. or any other competent authority of the State Government of Madhya Pradesh.
  - II. The University may also conduct its own entrance. Examination for admission to its Engineering courses.
  - III. Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees
- 2.7 Admission process as framed by the University shall be applicable for all admission from time to time
- 2.8 The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

### 3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

### 4.0 DURATION OF COURSE

- 4.1 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 4.2 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 4.3 The maximum duration of the course shall be eight years. However, for one mercy attempt can be granted to student by Vice Chancellor which should be not more than one year on satisfactory reasons.

### 5.0 MERIT LIST

- 5.1 Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the eighth and

final semester for B.E. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semesters in single attempts.

#### 6.0 ATTENDANCE

Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the Principal of the college and Vice-Chancellor of the University, respectively for satisfactory reasons.

#### 7.0 MEDIUM OF INSTRUCTION COURSE STRUCTURE EXAMINATION

7.1.1 The medium of instruction and examination shall be English throughout the course of study.

7.1.2 The subjects to be studied in different semester of Bachelor of Engineering include lab work, practical, plant training; project etc. shall be as per the Schemes, approved by Board of Studies of the University on the bases of AICTE norms.

8.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

## SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES

### Ordinance

No. 13 of 2013

### Bachelor of Architecture 5 year Degree Course (B.Arch).

This ordinance shall be applicable to candidate admitted for Bachelor of Architecture (B.Arch) degree & shall be governed by Architect Council's rules/ guidelines.

- 1.0 The first degree in Architecture of five-year (Ten semester) course, hereinafter called 5-YDC, shall be designated as Bachelor of Architecture (B.Arch.).

#### 2.0 ADMISSIONS

Admission of students to the Architecture Course under the faculty of Architecture will be governed by the following regulations.

- 2.1 The minimum qualification for admission to the first year B.Arch. course shall be qualifying Higher Secondary School Certificate Examination (10+2) with physics, chemistry and maths conducted by the M.P. Board of Secondary Education or any other Board or University, recognized equivalent by the State Government of Madhya Pradesh with minimum of 50 % marks in aggregate and Mathematics as one of the subjects.
- 2.2 Candidates who have qualified the diploma course in any branch with 50% marks in aggregate from M.P. Board of Technical Education, Bhopal or any equivalent board recognized by AICTE shall also be eligible for admission to the third semester of B.Arch. course. The admissions to B.Arch. course shall be governed by the rules of the Technical Education Government of Madhya Pradesh Bhopal.
- 2.2 Admission procedure will be as per decided of Board of Management of University.
- 2.3 The fees of course shall be decided by board of Management of University and number of seats will be as per statute 28.

#### 3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

#### 4.0 DURATION OF COURSE

- 4.1 There shall be at least fourteen weeks of teaching in every semester.

- 4.2 One hour of conduct of Lecture (L) / Tutorial (T) / Practicals (P) shall normally be equal to one credit as shown in the schemes.
- 4.3 A candidate may provisionally continue to attend next higher year, even if the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 4.4 The maximum duration of the course shall be Nine Years. However, for one mercy attempt can be granted to student by Vice Chancellor which should be not more than one year on satisfactory reason.

#### 5.0 MERIT LIST

- 5.1 Final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the tenth and final semester for B.Arch. degree, on the basis of the integrated performance of all the five years. The merit list shall include the first ten candidates securing at least first division and passing all semesters in single attempts.

#### 6.0 ATTENDENCE

As per Ordinance 11 clause 6.

#### 7.0 MEDIUM OF INSTRUCTION AND EXAMINATION

- 7.1 The medium of instruction and examination shall be English throughout the course of study.
- 7.2 The subjects to be studied in different semester of Bachelor of Architecture shall be as per the schemes, approved by the Board of Study of the UNIVERSITY.
- 8.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No. 14 of 2013****Bachelor of Pharmacy 4 year degree Course.**

This ordinance shall be applicable to candidate admitted for Bachelor of Pharmacy (B.Pharm) degree and shall be governed by rules & guidelines of pharmacy council of india.

- 1.0 The first degree in Pharmacy of four-year (eight semesters) course, hereinafter called 4-YDC, shall be designated as BACHELOR OF PHARMACY (B.Pharm.).

**2.0 ADMISSIONS**

- 2.1 The minimum qualification for admission to the first year B.Pharm. shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme with Physics, Chemistry and Mathematics / Biology/Biotechnology (also securing pass marks in these three subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 2.2 Minimum qualification for direct admission to second year of B. Pharm. shall be 50% marks in Diploma in Pharmacy from any institution approved by the Pharmacy Council of India. (P.C.I.) and as per prevalent norms of Government of Madhya Pradesh. The students who have passed Bachelor of Science (Moths/Biology) may be admitted to second year of B.Pharm.
- 2.3 Non-Resident Indian (NRI) candidates shall also be eligible for admission to B.Pharm in accordance with directives of the Government of Madhya Pradesh, provided they satisfy the criterion of clause 2.1.
- 2.4 The admissions to Pharmacy course shall be governed by the rules of the Technical Education and Training Department, Government of Madhya Pradesh, Bhopal and/ or any other competent authority of the State government of Madhya Pradesh.
- 2.5 The admission procedure will be as per decision of Board of Management of University.
- 2.6 The fees of the course shall be decided by board management & number of seats will be as per statute 28.

3.0 **EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES**

As per Ordinance No. 5

**4.0 DURATION OF COURSE**



- 4.1 There shall be at least fourteen weeks of teaching in every semester.
- 4.2 One hour of conduct in Lecturer (L) / Tutorial (T) /and two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 4.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 4.4 The maximum duration of the course shall be eight years. However, for one mercy attempt can be granted by Vice Chancellor which should be not more than one year on satisfactory reasons.

## 5.0 EDUCATIONAL TOUR, PROJECT WORK AND PROFESSIONAL TRAINING

### 5.1 EDUCATIONAL STUDY TOUR

For B.Pharm VI semester students an educational study tour to visit important manufacturing organization is compulsory. All students will have to submit a tour report after the study tour. The marks shall be awarded by the teacher-in-charge of the student's study tour. If a student is unable to go on Educational Study Tour, he will be awarded "Grade Point-F" However there shall not be any restriction of minimum pass grade in the Educational Tour.

### 5.2 PROJECT WORK

For B.Pharm VII semester students a project work shall be compulsory. The project shall be undertaken in any of the areas of Pharmaceutical Science. The project shall be made under the supervision and guidance of faculty member(s). The candidate shall present a seminar on his/her project work. Every candidate shall be required to submit the project report in triplicate. The marks shall be awarded by the project supervisor and one external examiner.

### 5.3 PROFESSIONAL TRAINING

- 5.3.1 After examination of 7<sup>th</sup> semester a professional training in industry/hospitals/pharmacy/community pharmacy/R&D of four weeks is mandatory for all students. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the organization he/she underwent his/her on training.
- 5.3.2 The viva-voce examination based on the industrial training shall be carried out by Board of Examiners consisting of :

- |     |                                 |   |          |
|-----|---------------------------------|---|----------|
| i.  | Head/Principal of the institute | - | Chairman |
| ii. | The external examiner           | - | Member   |

M.P.

iii. The internal examiner - Member

The marks shall be awarded by the Board of Examiners.

#### 6.0 MERIT LIST

6.1 Final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.Pharm. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semesters in single attempts.

#### 7.0 ATTENDENCE

As per Ordinance 11 of clause 6.

#### 8.0 MEDIUM OF INSTRUCTION AND EXAMINATION

- 8.1 The medium of instruction and examination shall be English throughout the course of study.
- 8.2 The subjects to be studied in different semester of Bachelor of Pharmacy shall be as per the Schemes, approved by Board of Studies of SSSUTMS
9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

## SRI SATYA SAI UNIVERSITY TECHNOLOGY &amp; MEDICAL SCIENCES

## ORDINANCE

NO. 15 of 2013

Master degree Of Engineering/Technology/Master of Architecture (ME/M.Tech. /M.Arch.).

This ordinance framed in accordance with the norms / guidelines / rules of Architect Council shall be applicable to candidate admitted for Engineering /Technology/Master of Architecture (ME/M.Tech./M.Arch.).

1. This ordinance shall be applicable to candidates admitted for Master degree courses in Engineering/Technology and architecture.
2. The Post Graduate course in Engineering/Technology leading to the Degree of Masters of Engineering/Technology/Architecture (ME/M.TECH. /M.Arch.) of the university. The course will be in following subject.

Computer science, Information Technology, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and advanced communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning engineer, Power System Engineering, Bio Informatics Engineering, Network Management & Information System, Information architecture & Software Engineering, Bio- Technology Engineering, Astronomy and space, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering.

The courses shall be offered as per AICTE norms.

The above course shall be divided into four semesters in the case of full time candidates and six semesters in the case of part time candidates. Each semester would be approximately of six months duration including vacation/preparatory leave/examination/industrial training etc.

## 2 Admissions

Every applicant for admission to ME/M.TECH./M.ARCH in 1st semester

- i) Shall have passed B.E./B. Tech/B.Arch. or equivalent examinations approved by the AICTE in appropriate branch with at least 55% marks in the aggregate at final year examination or any other qualification as recommended by AICTE for a particular

course. Candidate belonging to SC/ST categories will get a relaxation of 10% in the qualifying marks as mentioned above.

- ii) Applicants possessing valid GATE score shall be given preference over to those candidate who do not possess GATE score for full time course.
- iii) Applicants possessing the M.Sc. (Maths/Physics/Electronics /Computer Science/ Information Technology)/MCA [for M.Tech in Computer Science /Computer Technology /Information Technology] degree
- iv) All full time & part time sponsored candidates must have at least two years experience in the relevant field after passing the qualifying examination. However the Vice Chancellor can relax the experience in case of sponsoring candidates.
- v) Admission under these Courses will be made as follows:
  - (a) The University will issue admission notification in news papers, on the University's website, notice Board of the University and in order publicity media before the start of academic year.
  - (b) List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University's website/or the student will be informed directly of their admission.
  - (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission otherwise the provisional admission granted to him will be cancelled.
  - (e) The application form may be rejected due to any of the following reasons:-
    - The candidates does not fulfill the eligibility conditions
    - The prescribed fees is not enclosed
    - The application form is not signed by the candidate and his/her parent guardian, wherever required
    - Supporting documents for admission are not enclosed.

- (f) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.
- (g) Admission rules as framed by the University following the policy of the State Govt. / AICTE shall be applicable for all admission from time to time
- (h) Number of seats & fee shall be governed by the provision of the Statute no 28.

#### EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

5. No candidate shall be permitted to carryout a major project preferably in an industry or a professional R & D organization and to submit thesis unless he/she has passed all the preceding semester.
6. The attendance of regular student as per Ordinance 13 of clause 6 of the University.
7. The Fourth semester in the case of full time candidates and sixth semester in the case of part time candidates is the major project semester. During this semester the candidate shall devote himself for the research work in connection with any of the aspects of technology relevant to the course selected and assigned to him by the Head of the Department concerned in the college. At the end of the semester the candidate shall submit three typed of printed copies of the major project reports written by him, to the university through the Director/Principal of the college, accompanied by the certificate from the from the Head of the Department and the project supervisor to the effect that it embodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.
8. The maximum duration of the course shall be Five years in the case of full time candidates and seven years in the case of part time candidates however one mercy attempt can be grant to candidates by the Vice Chancellor which should be not more than one year on satisfactory reasons.
9. In the notification declaring the results of the final semester examination for the Degree of M.E/M.Tech./M.Arch, the names of the first five candidates in order of merit in each post graduate course shall be notified by the university separately for full time and part time course.

**10. MEDIUM OF INSTRUCTION AND EXAMINATION**

10.1 The medium of instruction and examination shall be English throughout the course of study.

10.2 The subject to be studies in different semester of post graduate Course of in Engineering/Technology/Architecture shall be as per the Schemes, approval by Board of Studies of the University.

11 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 16 of 2013****M.C.A. 3 Year Full Time Post Graduate Course**

This ordinance shall be applicable to candidate admitted for Master of Computer Application Course

1.0 This ordinance shall be applicable to candidates admitted in First Year for Master of Computer Applications abbreviated as M.C.A.

**2.0 ADMISSIONS**

- 2.1 A candidate seeking admission to M.C.A. course should be graduate of any Indian University or Institute recognized by the University Grants Commission, New Delhi, as equivalent there to. The graduation should be with three year of regular study after passing Senior Secondary Examination (10 + 2) or its equivalent of an approved Board with mathematics as a compulsory subject at either (10+2) or during Graduation.
- 2.2 Non-Resident Indian (N R I) candidates shall also be eligible for admission to M.C.A. in accordance with directives of the Government of Madhya Pradesh Bhopal provided they satisfy the criterion of clause 2.1 above.
- 2.3 The admissions to M.C.A. course shall be governed by the rules of the Technical Education and Skill Development department, Government of Madhya Pradesh, Bhopal and/ or any other competent authority authorized by the of the State Government of Madhya Pradesh for this purpose.
- 2.4 Admission under these Courses will be made as follows:
- (a) The University will issue admission notification in news papers, on the University's website, notice Board of the University and in order publicity media before the start of every cycle.
  - (b) list of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University's website/or the student will also be informed directly of their admission after the last date of application.
  - (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates however must produce the previous year mark sheet/school/college certificates as a

proof of required eligibility criteria. The candidates so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission the provisional admission granted to him will be cancelled.

(e) The application form may be rejected due to any of the following reasons:-

- The candidates does not fulfill the eligibility conditions
- The prescribed fees is not enclosed
- The application form is not signed by the candidate and his/her parent guardian, wherever required
- Supporting documents for admission are not enclosed.

(f) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.

(g) Admission rules as framed by the University shall be applicable for all admission from time to time.

2.5 Fees for the Course shall be as per decision of Board of Management of University and the number of seats as per statute 28

### 3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

### 4.0 RE-ADMISSION

4.1 A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his/her first admission.

### 5.0 DURATION OF COURSE

5.2 One hour of conduct in Lecture (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

5.2 The maximum duration of the course shall be six years. However, for one mercy attempt can be given by the Vice-Chancellor of University on reasonable ground.



## 6.0 MERIT LISTS

- 6.1 Merit list of first 10 candidates in the order of merit shall be declared by the University at the end of sixth semester on the basis of the integrated performance of all the semesters, securing at least first division and passing all semester examinations in single attempt.

## 7.0 ATTENDANCE

As per Ordinance 11 clause 6

## 8.0 MEDIUM OF INSTRUCTION AND EXAMINATION

- 8.1 The medium of instruction and examination shall be English throughout the course of study.
- 8.2 The subjects to be studied in different semester of M.C.A. of 3 years course shall be as per the schemes approved by the Board of Studies of the University.
- 9.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final

# SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES

## ORDINANCE

No. 17 of 2013

### Master of Pharmacy (Two Year Post Graduate Degree Course)

This ordinance is framed as per the norms/ guidelines / rules laid down by AICTE shall be applicable to candidate admitted for Master of pharmacy degree course

- 1.0 The post graduate degree in Pharmacy of two year duration shall be designated as M. Pharm.

## 2.0 ADMISSIONS

- 2.1 Every applicant for admission to first semester of M.Pharm. Shall have passed B.Pharm. Or equivalent examination approved by AICTE with at least 55 % marks in aggregate. Candidates belonging to SC/ST categories will get 10% relaxation in qualifying marks.
- 2.2 Applicants possessing valid GPAT score shall be given preference over to those candidates who do not possess GPAT score.
- 2.3 For sponsored candidates the minimum qualification shall be B. Pharm .with 50% marks and at least two years of experience after the date of passing B.Pharm. in the relevant field from recognized organizations, however the Vice Chancellor can relax the experience for sponsored candidates.
- 2.4 The admissions to M.Pharm. course shall be governed by the rules of the Technical Education department of Govt. of Madhya Pradesh, Bhopal and/or any other competent authority authorized by the State government of Madhya Pradesh for this purpose.
- 2.5 The admission procedure & fees shall be as per decision of Board of Management of the University & number of seats shall be as per statute 28.

## 3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

- 4.0 The third and fourth semester is for project work. During these semesters the candidate shall devote himself/herself for the research work, in connection with any of the aspects of pharmaceutical science and assigned to him/her by the Head of the Department concerned in the respective college. At the end of third semester the candidate shall submit the synopsis of his/her allotted research work and will appear in the Viva-Voce

examination. Prior to submission of dissertation, candidate shall present a pre-submission seminar on his/her work. At the end of the fourth semester the candidate shall submit three typed or printed copies of the dissertation written by him/her to the university through the Director/Principal of the college. The dissertation should be accompanied by the certificate from the Head of the Department and the project supervisor to the effect that it embodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.

#### 5.0 READMISSION

- 5.1 A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his/her first admission.

#### 6.0 DURATION OF COURSE

- 6.1 One hour of conduct in Lecture (L) / Tutorial (T) and two hours of conduct in practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 6.2 The maximum duration of the course shall be Four years. However, for one mercy attempt can be granted to student by Vice Chancellor which should be not more than one year on satisfactory reason.

#### 7.0 MERIT LIST

- 7.1 In the notification declaring the results of the final semester examination for the Degree of M.Pharm. the names of the first five candidate in order of merit shall be notified by the university, securing at least first division and passing all semester examinations in single attempt.

#### 8.0 ATTENDANCE

As per Ordinance 11 of clause 6

#### 9.0 MEDIUM OF INSTRUCTION AND EXAMINATION:

- 9.1 The medium of instruction and examination shall be English throughout the course of study.
- 9.2 The subject to be studied in different semester of M.Pharm shall be as per schemes approved by Board of Studies of the University

- 10.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 18 of 2013****Five Year Integrated Post Graduate Engineering Programme (5YIPGD)**

This ordinance shall be applicable to candidate admitted for Integrated Post Graduate Programme

1.0 The Integrated Post Graduate Five Year (Ten Semesters) Engineering Programme shall be designated as Master of Technology Integrated Programme conducted by University Teaching Department (UTD) reviated as 5 YIPGD in various branches.

1.1 The branches of study for five year course shall be:

Civil Engineering, Mechanical Engineering, Electrical Engineering, Electronics & Communication Engineering, Computer Science Engineering, Information Technology, Electrical & Electronics Engineering, Architecture Engineering, Rural Technology, Electronics & Instrumentation, Automobile Engineering, Chemical Engineering, Metallurgical Engineering, Mining Engineering, Textile Engineering, Production Engineering, Fire Technology & Safety Engineering, Instrumentation & Control Engineering, Bio-Medical Engineering, Biotechnology and Industrial Engg. & Management, Nano-Technology,

The courses shall be offered as per AICTE norms

The Board of Management of University may add 5 YIPGD in other branch also

**2.0 ADMISSIONS**

2.1 Minimum qualification for admission to the first year 5YIPGD programme shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme in first division with Physics, Chemistry and Mathematics (also securing pass marks in these three subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.

2.2 Eligible candidates as specified in clause 2.1 shall be admitted in the programmes referred in para 1.1 here, only on merit basis of a National Level Entrance Examination (NLEE) conducted by this University for this purpose. The details of which shall be notified on the website of the University and in news papers.

- 2.3 The Reservation to SC/ST/OBC/Physically handicapped candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.
- 2.4 Lateral entry of a student shall not be permitted at any stage of the programme.
- 2.5 The admission procedure shall be as per decision of Board of Management of the University
- 2.6 The fees course shall be decided by Board of Management of the university and number of seats for course shall be as per statute 28.

### 3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

#### 4.0 DURATION OF PROGRAMME

- 4.1 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 4.2 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 4.3 The maximum duration of the programme shall be seven years. However, for one mercy attempt can be granted to student by Vice Chancellor which should be not more than one year on satisfactory reason.

#### 5.0 MERIT LIST

- 5.1 Branch wise final merit list of first five (5) candidates in the order of merit shall be declared by the University only after the main examination of the tenth and final semester for 5 YIPGD programme, on the basis of the integrated performance of all the five years. The merit list shall include the first five candidates securing at least first division and passing all semesters in single attempts.

#### 6.0 ATTENDANCE

As per Ordinance 11, clause 6

#### 7.0 MEDIUM OF INSTRUCTION

- 7.1 The medium of instruction and examination shall be English Through out the programme of study.
- 7.2 The subject to studied in different semester of 5 year course shall be as per schemes approved by Board of Studies of the University

- 8.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 19 of 2013****BACHELOR OF LAWS (LL.B.)**

The Ordinance framed as per rules/ guidelines/ norms laid down by Bar Council of India, shall be applicable to candidates for Bachelor of Law (LL.B) degree.

**1.0 ADMISSION:-**

- 1.1 A candidates who has scored minimum 50% in Bachelor Degree is eligible for admission in Degree of Law. The admission will be on merit basis and other qualification as decided by Board of Management of University. For SC/ ST/OBC candidates the minimum percentage for admission will be 45 % .To determine the merit for admission of such candidates who have secured equal marks in the qualifying examination, the percentage of marks secured by the candidate at the intermediate or equivalent examination will be the determining factor of merit for admission. If the marks obtained at the intermediate or equivalent examination by two or more candidates are the same, in that case the candidates senior in age will get preference in the merit list. The weightage for girls shall be 5% of marks obtained in qualifying examination. Provided that the admission criteria shall be as per the norms of BCI.
- 1.2 A candidate who after having passed the final examination for the Bachelor's degree in Arts, Science, Commerce, Agriculture, Engineering, Medicine or Veterinary & Animal Husbandry of the University or degree of any other University recognized by the University as equivalent thereof shall be admitted to the programme. The fees for each course shall be decided by Board of Management of University, the Number of seats in each course will be as per Statute 28.

**2.0 EXAMINATION:-**

2.1 There shall be the following three examinations for the Degree of Bachelor of laws, viz:-

- 1) LL.B (Part - I) Examination 1<sup>st</sup> & 2<sup>nd</sup> Semester
- 2) LL.B (Part - II) Examination 3<sup>rd</sup> & 4<sup>th</sup> semester
- 3) LL.B (Part - III) Examination 5<sup>th</sup> & 6<sup>th</sup> semester



- 2.2 Examination: Prosecution of a course of study for one academic year means at least 75 % attendance of the lectures and tutorials held in an academic session. The deficiency in attendance, if any, in the case of a student, may be condoned in accordance with the provisions of ordinance of the University in this behalf.
- (i) The strength as a section in a law class shall not exceed 80 student in any class.

### 3.0 Rules for Promotion to the next semester and higher class of 3YDC:

- (i) From Odd semester to even semester:

A candidate who has appeared in the odd-semester of any particular year shall be: promoted to an even Semester of that year (i.e. from I to II, from III to IV and from V to VI Semester) irrespective of failing in any number of theory and practical examination of that semester.

- (ii) From Even semester to odd semester:

A candidate shall be entitled to carry a backlog of papers for his promotion from even semester to odd semester of next academic sessions, as under:-

- (a) A backlog of two papers (Theory and/or Practical) for his promotion from Second Semester of LL.B. First Year to Third Semester of LL.B. Second Year.
- (b) A backlog of four papers (Theory and/or Practical) (inclusive backlog of two papers of LL.B. First Year) for his promotion from Fourth Semester of LL.B. Second Year to Fifth Semester of LL.B. Final/Third year.

- (iii) The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that Semester Examination.
- (iv) A candidate shall be allowed to carry a particular semester if he has acquired minimum passing marks in all the papers of that semester and has failed in aggregate by reason thereof, such a candidate shall be allowed to reappear in semester examination in any number of papers of his choice in which he has acquired minimum passing marks in that semester in order to pass in aggregate in such semester examination but shall not be allowed to reappear in any paper in which he has already acquired passing marks, that is 50% or more marks.
- (iv) A candidate shall not be permitted to appear/reappear in any examination or any paper in which he has been declared pass by the university for any purpose whatever.

#### 4.0 Ex-studentship:

Subject to the general rule of promotion, from odd Semester to even Semester, a candidate shall become ex-student of LL.B. First Year, LL.B. Second Year and LL.B. Third/Final Year as under:

- (a) Ex student in LL. B. First Year- If he carries backlog of three or more papers in First and/or Second Semester of LL. B. First Year.
- (b) Ex-student in LL. B. Second Year - If he carries backlog of three or more papers in Third and/or Fourth Semester of LL.B. Second Year.
- (c) Ex-student in LL. B. Third/Final Year - If he carries a backlog of any paper in Fifth and Sixth Semester of LL. B. Third/Final Year.

- 5.0 A candidate failing in aggregate in any semester and carrying any semester by reason thereof in LL.B First Year, LL.B. Second Year and/or LL.B. Year or after the declaration of his result of Sixth Semester of LL.B. Third/Final Year shall also be deemed to be, an Ex-student. He shall be entitled to pass the, backlog of semester for passing in aggregate.
- 6.0 Revaluation of answer books shall be allowed as per provision of ordinance No. 6 of University.
- 7.0 The subjects and papers for each year of LL.B. shall be prescribed by the Faculty of Law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration.
- 8.0 If not provided otherwise the candidates will have to pass separately in written papers and practical.
- 9.0 The minimum passing marks in each years examination shall be 50 percent in the aggregate of all the papers and 40 percent marks in each individual paper. Division to successful candidates for the LL. B. degree will be assigned at the end of Final Year Examination on the basis of the aggregate. The total marks obtained by him at the LL. B. First Year; Second Year and Final Year Examinations i.e. all Six Semesters as under:  
 First Division 60 percent or above of the aggregate marks  
 Second Division 50 percent or above of the aggregate marks  
 Note (i) No third division shall be awarded  
 (ii) Candidates who obtain 75 percent or more marks in aggregate shall be

declared to have passed the LLB degree course in First Division with distinction.

(iii) V.C. Grace mark as per rule can be awarded.

- 10.0 For each paper there shall be lecture classes for at least 24 hours per week.
- 11.0 Candidates appearing for the LL.B. Examination shall have the option of answering questions through the medium of Hindi. (Devnagri Script) or English.
- 12.0 In order to be successful in any of the L.L.B part I the L.L.B part II and the L.L.B part III examination an examination must obtain at least 36 % marks in each theory paper as also separately than tutorial work, practical Training etc. besides obtaining at least 48 % marks in the aggregate of all theory papers and tutorial work & practical Training etc.
- 13.0 Supplementary Examination and provision of grace mark shall be as per decision of Board of Management on the recommendation of Board of Studies.
- 14.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

# SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES

## ORDINANCE

No. 20 of 2013

### Bachelor of Education (B.Ed.)

The Ordinance governed by rules/ guidelines/ norms laid down by NCTE, shall be applicable for the award of Bachelor of education (B.Ed) degree & shall be -

1.0 The Duration of Degree of Bachelor of Education of the University shall spread over one academic year.

2.0 A Person who has obtained a Bachelor's degree of the University or a degree recognized as equivalent therefore for the purpose, securing in, at least 50% marks or a grade/standard equal to it shall be eligible for admission to the course leading to the Examination for the Degree of Bachelor of Education.

Provided that the Vice Chancellor may, with a view to maintain a uniform standard, prescribe such further tests, written, oral on both for selection of candidates for admission to the B.Ed. class in Colleges or in Teaching Department of University, as deemed necessary.

Provided further that in the case of untrained teachers in Government schools, sponsored by the Government for B.Ed. training in the institution maintained by it, the requirement of division or Grade as prescribed by para 2 above may be relaxed by the Vice Chancellor, on the recommendation of the director /Principal of the institution concerned. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

Provided further that all norms laid down by NCTE and that of State Government shall be followed

3.0 Attendance

As per Ordinance 11 clause 6

4.0 Candidates intending to present themselves at the examination shall submit through the Principal of the College, their applications on prescribed forms, so as to reach the Registrar by the date fixed far the purpose, together with the fees as required by the rules in force for the time being and produce the following certificates from the Principal of the college, viz: Certificates.

(i) Of good conduct

(ii) Of fitness to appear at the examination.

(iii) Of having completed regular course of study by attending at least the minimum number of classes/ practices as required by para 3 above.

5.0 (a) The examination shall consist of two parts, namely:-

(i) Part I - theory

(ii) Part II - Practical and sessional.

(b) The scope of studies in different papers shall be such as are prescribed by the Academic council, the Board of Studies and the Faculty of Education and published by a notification.

(c) (i) The written part of the examination shall be held in the month of April every year Actual date of commencement of examination will be notified by the Registrar in advance.

(ii) The practical part of the examination. shall be arranged by the Principal or the Head of the Department of Education, as the case may, before the written examination by such date as may be directed by the Registrar from time to time.

(d) Practical & sessional work shall be as per decision of Board of Management of the University

6.0 Division

(a) Examinees obtaining 40% or more but less than 50 % marks shall be placed in Third Division,

(b) Examinees obtaining 50% or more but less than 60% marks shall be placed in Second division.

(c) Examinees obtaining 60% or more marks shall be placed in First division.

7.0 The Principal of a College providing courses of B.Ed. degree shall send the statement of marks obtained by the students of his college in theory & practical to the Registrar

8.0 Supplementary of Examination

(a) Candidates who are eligible to appear as supplementary candidates under the provision shall have to clear the supplementary in next three attempts immediately

(b) An examinee who after having appeared in the examination but fails in not more than two papers and by not more than three marks but secures the minimum aggregate marks proscribed for a pass shall be entitled to a grace up to three marks in order to pass the examination.

- 9.0 The Vice Chancellor may condone the deficiency of one mark in case a candidate failing or missing a division by one marks subject to the condition that that where the deficiency of one mark is so condoned it shall nowhere be added.
- 10.0 The Registrar of University shall as soon as possible after the examination but not later than the 60<sup>th</sup> day from the date which the theory examination was completed publish the results of the examination by announcing the roll nos. and names of successful candidates.
- 11.0 In the notification declaring results of the examination names of successful candidates who secure First division separately in each of part of examination shall be arranged in order of merit.
- 12.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 21 of 2013****Bachelor of Physical Education (B.P.Ed.)****(One Year Degree Course)**

This Ordinance framed as per rules/ regulations/ guidelines laid down by NCTE shall be applicable to candidates admitted to Bachelor of Physical Education (B.P.Ed.). Duration of course will be one year.

**1.0 Admission:-**

A candidate who after passing his/her graduation examination in any discipline with minimum 45% aggregate marks of any recognized University shall be admitted to the B.P.Ed. course. Candidates must have college/district/state and national level sports certificate.

2.0 The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

3.0 A successful candidate who obtains percentage of marks between 33 to 45% shall be placed in third division; those who obtain between 45 to 60% of marks shall be placed in second division & candidates who obtain 60% or above marks placed in first division.

4.0 The details of courses will be decided by Board of Management on the recommendation of Board of Studies & Academic Council, time to time.

5.0 Regarding Attendance, merit list, condonation of deficiency etc will be as per Ordinance of University from time to time for this purpose.

6.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

# SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES

## ORDINANCE

No. 22 of 2013

### Master of Physical Education (M.P.Ed.)

This Ordinance framed as per rules/ regulations/ guidelines laid down by NCTE shall be applicable to candidates admitted to Master of Physical Education (M.P.Ed.)

#### 1. ADMISSION:-

- 1.1. A candidate who, after taking his bachelor's degree of Physical Education of the University or at any recognized university of India or any other examination, equivalent of the B.P.Ed. degree of the University shall be admitted to for the degree of Master of Physical Education.
2. The Duration of Course will be 2 years spread to 4 semesters.
3. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.
4. For both the previous and final examination a candidate will be declared successful if she/he obtains at least 36% of the aggregate mark in all subjects. The examinee must pass separately in both theory and practical. No division will be assigned for the result of the previous examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both the M.P.Ed. Previous & Final Exams.
5. Successful candidate who obtain 60% or more of the aggregate shall be placed in the first division. Those obtaining less than 60% but not less than 48% will be placed in the Second division. All these successful candidates obtaining less than 48% placed in the Third division. Candidates obtaining less than 36% will be declared failed.
6. The details of courses for 2 year M.P.Ed. will be decided by Board of Management on the recommendation of Board of Studies & Academic Council.
7. The other rules regarding attendance, examination, etc maximum duration of course will be as per Ordinance of University from time to time for this purpose. Provided further that all the norms laid down by NCTE and Govt. of M.P. shall be followed.



8. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 23 of 2013****Master of Business Administration (M.B.A.)****(Two Year Full Time Course)**

This Ordinance framed as per rules/ regulations/ guidelines laid down by AICTE/ UGC shall be applicable to candidates admitted to Master of Business Administration (M.B.A.) Course.

**1.0 ADMISSION:-**

1. Only such candidates of any Faculty of a statutory University who have secured at least 50% marks in the Degree examination or 50% marks at the post-graduate examination shall be eligible to apply for admission to M.B.A. (Full -Time) course. The nature, scope and other necessary details of the admission test and the rules of admission shall be such as may be decided and notified by the University from time to time. The admission Shall be as per Statute 28. Number of seats Reservation and Relaxations for SC, ST and other candidates will be as per M.P. Government admission rules.

A candidate seeking admission to three year Part-time M.B.A. programme should be a Graduate/Post Graduate in any discipline with at least second division/marks from this University or any other statutory university. She/he should also have a minimum of two year's full-time experience after graduation in executive position.

**2.0 SEMESTER EXAMINATION:**

As per Ordinance 5 of the University

- 3.0 Fees shall be as per statute No. 28.

**4.0 Scheme of Evaluation**

The scheme of evaluation external & internal assessment shall be as per decision of Board of Management on the recommendation of Board of studies

**5.0 Minimum Percentage of Mark to Pass:**

The minimum percentage of marks to pass the examination in each semester, shall be

- i) 40% in each written paper and Internal Assessment separately and 50% in aggregate.
- ii) 50% in the aggregate of each semester examination.

**6.0 PRACTICAL TRAINING**

## 6.0 PRACTICAL TRAINING

- (a) Every full-time student of M.B.A. programme shall be required to undergo practical training for six to ten weeks, preferably, during summer vacation, in an organization and in the area approved by the Head of Institute.
- (b) A full-time student will write a report based on his/her training & industrial visits organized by the Institute from time to time.
- (c) A part-time student will submit a brief Report/Project Report based on the area of his/her specialization, preferably in the candidates own organization.
- (d) All such Reports shall be certified by the concerned organization and the Head of the Department of SSSUTMS Institute. Such reports should be submitted in duplicate will be forwarded for evaluation.
- (e) The report shall be evaluated by examiner approved by the Vice- chancellor from the panel of examiners submitted by the Institute /Examination Committee, for the purpose.

## 7.0 COMPREHENSIVE VIVA - VOCE

There will be a comprehensive viva-voce at the end of the second semester (for full-time programme)/third semester (for part-Time programme) to assess the students progress in core subjects and other functional areas.

The second comprehensive viva-voce will be held at the Institute of the Fourth (full-time programme)/sixth (part-time programme) semester to assess the student's overall performance, on conclusion to the programme in general and to build confidence in them. Total marks allocated to this 'HEAD' shall be divided equally between the above two.

The aforesaid comprehensive viva-voce shall be conducted by the institute with the help of Examiners approved by the Vice-chancellor from the PANEL of examiners submitted by the Institute, for the purpose.

The marks awarded to students shall be on the Record of the Institute and shall be forwarded to the Registrar of Examination on conclusion of the 4<sup>th</sup> (full time programme) 16<sup>th</sup> (part-time programme) semester examination, for incorporation in the final result of the student.

## 8.0 RE-APPEAR CLAUSE

As per decided by Board of Management on the recommendation of Board of studies

## 9.0 AWARD OF DIVISION

No division shall be awarded in semester examinations. Successful candidates in all four/six semester examinations will be classified on the basis of combined result of 1<sup>st</sup> 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> semester for full - time and 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> semesters for part-time students respectively as follows:

Candidates securing 60% and above marks will be placed in the first division. All other successful candidates shall be placed in second divisions.

- 10.0 The details of courses for two year M.B.A. degree will be decided by Board of Management on the recommendation of Board of Studies & Academic Council.
- 11.0 The other rules regarding attendance, examination, merit list etc will be as per Ordinance of the University from time to time for this purpose .
- 12.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 24 of 2013****Degree of Bachelor of Business Administration, (BBA)**

This Ordinance shall be applicable for the award of Bachelor of Business Administration, (BBA) degree

**1.0 Admission**

Candidates seeking admission to the first year of Bachelor of Business Administration Course shall be required to have passed the Higher Secondary Examination (10+2) of M.P. Higher secondary Board or an examination recognized equivalent thereto. Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list

**2.0 Course Structure**

The course structure and detailed syllabi shall be finalized by Board of Management on the Proposal of Board of Studies and the faculty from time to time.

3.0 The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

4.0 The Duration of Course will be 3 years, spread to 6 semesters

**5.0 Examinations –**

Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per ordinance no. 5

**6.0 Scheme of Evaluation**

As per decision of Board of Management on the recommendation of Board of Studies

**7.0 Field Study**

Every student of BBA Programme on his/her exposure through Industrial other related activities as assigned by Principal /Head of the Department of the Institute, the student should submit study report to Head of Department between 20 to 30 pages.

**8.0 Evaluation of Field Study Report**

The Field Study Report shall be valued by the Examiner appointed by the University.

**9.0 Comprehensive Viva-Voce**

There will be a comprehensive Viva-Voce at 6th Semester to the student's over all progress and performance based on the subjects as well as field study.

The comprehensive Viva-Voce shall be concern to the institute as notified by the university with the help of the Examiners/Experts appointed by the university for the purpose from the panel of External Examiners recommended by the examination committee. The marks awarded to student on this score shall be on the record of the concerned college/Institute and forward to the Registrar for incorporation in the final result of the student.

- 3.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 25 of 2013****Bachelor of Commerce (B.Com) 3 YEAR COURSE**

- 1.0 This Ordinance shall applicable for the award Bachelor of Commerce (B.Com Plain and B.Com with Computer Science) degree
- 2.0 **Admissions -**  
Candidates seeking admission to the first year of Bachelor of Commerce Course shall be required to have passed the higher Secondary Examination (10+2) of M.P. Higher secondary Board or an examination recognized equivalent there to. Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list
- 3.0 The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.
- 4.0 The Duration of Course will be 3 years spread to 6 semesters
- 5.0 **Examinations -**  
Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per ordinance no. 5
- 6.0 The Scheme of courses study and scope of courses study and scope of studies of various subject of B.Com. examinations shall be as prescribed by the university from time to time and printed in the prospectus conceded.
- 5.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY TECHNOLOGY & MEDICAL SCIENCES**  
**ORDINANCE**  
**No. 26 Of 2013**  
**BACHELOR OF ARTS (B.A.) 3 YEAR COURSE**

This Ordinance shall be applicable to candidates admitted to For Bachelor of Arts (B.A.) Degree

**1.0 Admission**

Candidates seeking admission to the first year of Bachelor of Arts Course shall be required to have passed the higher Secondary Examination (10+2) of M.P. Higher secondary Board or an examination recognized equivalent there to. Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list

2.0 The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

2.0 The Duration of Course will be 3 years spread to 6 semesters

3.0 Examinations - Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per ordinance no. 5

4.0 Every candidate for the B.A. examination shall be examined in

- (a) Compulsory subject: Foundation Course
- (b) Any three of the following subjects.

A student shall be allowed to offer any one group from any of these groups.

- (1) Hindi Special or Urdu Special , Criminology, Mathematics
- (2) Political Science, Psychology, Philology, Linguistics
- (3) Economics, English Special, Sociology or math's
- (4) History, Philosophy, Music, Anthropology
- (5) Sociology, Ancient Indian History, Education
- (6) Geography, Hindi Special or English Special, Political Science
- (7) Home Science or Sociology, Political Science, Economics
- (8) Sanskrit/Persian, Economics, Political Science
- (9) Political Science, Sociology, Economics
- (10) Political Science, Economics, Sociology or Math's



- 5.0 The scope of studies of part I, II and III examination shall be as prescribed by the University / Central Board of Studies in the syllabus from time to time and printed in the prospectus for the examination concerned
- 6.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES**

**ORDINANCE**

**No. 27 of 2013**

**MASTER OF ARTS (M.A.)**

This Ordinance shall be applicable to candidates admitted to Master Of Arts (M.A.) degree.

**1.0 ADMISSION:-**

- (a) A Candidates is eligible for admission for M.A. course, if he/she has passed Bachelor Degree of this University or any recognized statutory in India.
- (b) A candidate while, after taking his Bachelor's degree of the university or of any recognized statutory university in India, has completed a regular course of study in the department of the university of a college in the subject in which he offers himself for examination, for one year, shall be admitted to the examination for the degree of Master of Arts Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list.

**2.0 The subject of the examination shall be one of the following:-**

(i) English Literature (ii) Hindi Literature (iii) Economics (iv) Philosophy (v) Political Science (vi) History (vii) Ancient Indian History, Culture and Archaeology (viii) Sanskrit Literature (ix) Mathematics (x) Geography (xi) Sociology (xii) Psychology (xiii) Business Economics (xiv) Music (xv) Public Administration (xvi) Rural Development (xvii) Master of Social Work (xix) Foreign Language (xxi) Drawing and Painting (xx) Education  
Provided that Board of Management of University on the Recommendation of Academic Council can add more subject for M.A. degree course as per UGC norms.

**3.0 The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.**

**4.0 Duration of Course: - Duration of Course will be 2 year spread to 4 semesters consisting M.A. Previous & M.A. Final year Examination.**

**5.0 EXAMINATIONS - Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per ordinance no. 5**

- 6.0 The other rules & regulation for Master of Arts in different subject will be as per ordinance exists in this University for obtaining degree.
- 7.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 28 of 2013****Bachelor of Science (B.Sc.)**

This Ordinance is applicable to candidates admitted for B.Sc Degree

**1.0 Duration**

Degrees of Bachelor of Science shall be of 3 years duration & shall consist of part I, II and III (final).

**2.0 Admission**

(a) A candidate who, after passing (i) Higher Secondary Examination of a Board of Higher Secondary Education of a State in the Union of India or (ii) any other examination recognized by the UNIVERSITY as equivalent thereto, has attended a regular course of study in constituent College or in the Teaching Department of the UNIVERSITY for one academic year shall be eligible for appearing at the B.Sc. part I examination.

(b) A candidate who, after passing (i) the B.Sc. part I examination of the UNIVERSITY

Or

Any other examination equivalent to it conducted by any Board or University incorporated by law in force and has completed a regular course of study for one academic year in an constituent College in the Teaching Department of the UNIVERSITY shall be eligible for appearing at the B.Sc. part II examination, provided that he offers same subjects as in B Sc. I exam.

(c) A candidate who has passed the B.Sc. part II of Three Y.D.C. of this UNIVERSITY and has completed a regular course of study for one academic year in an constituent college shall be admitted to the B.Sc. Part III (final) examination provided he offers the same subjects which he had offered at the B.Sc. Part II examination.

(d) A candidate who has passed the B.Sc. part II of Three Y.D.C. from any other Statutory University of the State, and has completed a regular course of study for one academic year in a constituent college of this UNIVERSITY will be admitted to the B.Sc. part III (Final) examination provided he offers the same subject as at the

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qualifying examination and the syllabus are almost identical and of the same standard.

- (e) Besides regular students and ex-students and subject to their compliance with this Ordinance, Non-Collegiate students shall be eligible for admission to the examination as of Ordinance of the University for Examination

- (f) The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

### 3.0 Course for B.Sc

3.1 Every candidate appearing at the B.Sc. part I examination shall be examined in:

- (a) Foundation Course (Compulsory) for all students.
- (b) Any one of the following combinations:
- (i) Physics, Chemistry, Maths
  - (ii) Physics, Chemistry or Statistics, Geology
  - (iii) Physics, Maths, Statistics
  - (iv) Physics, Chemistry and Military Science
  - (v) Physics, Maths, Military Science or Geology
  - (vi) Physics or Chemistry, Botany, Zoology
  - (vii) Physics or Chemistry, Botany, Geology
  - (viii) Physics or Chemistry, Zoology, Geology
  - (ix) Physics or Chemistry, Botany, Military Science
  - (x) Physics or Chemistry, Zoology, Military Science
  - (xi) Physics, Chemistry or Electronics, Maths
  - (xii) Chemistry, Botany or Zoology, Environment
  - (xiii) Physics, Computer Science, Maths

Provided that the courses of studies for Physics offering combination from (vi) to (x) shall be those prescribed for non-mathematical students (Group).

3.2 Every candidate appearing at the B. Sc. Part II and III (Final) shall be examined in General English or General Hindi

Any one of the following combinations :-

- (i) Physics, Chemistry and Mathematics
- (ii) Chemistry, Botany, Zoology
- (iii) Physics, Chemistry and Geology or Military Science

(v) Chemistry, Zoology, Geology or Military Science

(vi) Chemistry, Botany, Geology or Military Science

- 3.3 The candidates shall be required to offer the same combination of subjects at the B.Sc. Part III (Final) examination, as offered by them at the B.Sc. part II examination. The combination of subjects for the B.Sc. Part II class shall be from among the subjects offered by them at the B.Sc. part I.

Provided that a candidate may be permitted to offer Geology as one of the subjects for the B.Sc. Part II examination even if Geology was not one of his subject for the B.Sc. Part I examination. In such cases, the candidate shall be examined in the Geology paper prescribed for the B.Sc. part I examination in addition to the papers prescribed for the B.Sc. Part II examination and his result at Part II examination shall be declared only after he has passed in the paper prescribed for the Part I examination.

## 2.0 Minimum Marks to Pass Examination & Results

- (a) In order to pass at any of the Three Y.D.C. examinations, an examinee must obtain not less than 33% of the total marks in each subject. In subjects where both theory and practical examinations are provided, an examinee must pass separately in both theory and practical examination.
- (b) In determining the result of the part III examination, total marks obtained by the examinees at their Part II and Part III (Final) examinations in each subjects and in the aggregate shall be taken into account. No division shall be assigned on the result of the B.Sc. Part II examination.

Provided that the marks obtained in General Hindi or General English of B.Sc. Part II and III (Final) shall not be taken into account in determining the division of a candidate at the B.Sc. Final Examination.

- (c) Successful examinees at the Part I, Part II and Part III (Final) examinations of three years degree course, obtaining 60% or more marks in aggregate of all three years shall be placed in the First division, similarly those obtaining less than 60% but not less than 45% marks in the second division and other successful examinees in the third division.
- (d) Any candidate who passed B.Sc. Part I examination of the UNIVERSITY may be allowed to offer additional subjects of B.Sc. part II subject for qualifying for

(d) Any candidate who passed B.Sc. Part I examination of the UNIVERSITY may be allowed to offer additional subjects of B.Sc. part I subject for qualifying for admission to Medical/Engineering colleges as the case may be at the next examination. If he secures the minimum pass marks in the subject as prescribed he shall be declared to have passed the examination.

- 5.0 The scheme and Course for B.Sc. degree shall be (on the recommendation of academic Council) of the University
- 6.0 The attendance, Examination etc will be as per Ordinance of this University for this Purpose
- 7.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES**  
**ORDINANCE**  
**No. 29 of 2013**  
**MASTER OF SCIENCE**

This Ordinance shall be applicable to Candidate admitted for the Master of Science Degree

1.0 The examination for the degree of Master of Science shall consist of two parts:-

- (a) The Previous examination, and
- (b) The Final examination

**2.0 Qualification/ Admission**

- (a) A candidate who, after obtaining the degree of Bachelor of Science of the UNIVERSITY or any Statutory University in India, has completed a regular course of study for one academic year in a Teaching Department of the UNIVERSITY or in a constituent college of the UNIVERSITY shall be admitted to the Previous Examination for the Degree of Masters of Science.
- (b) A candidate who, after passing the M.Sc. Previous examination of the UNIVERSITY has completed a regular course of study for one academic year in a Teaching Department of the University or in a constituent college of the University, shall be admitted to the Final examination for the degree of Master of Science in the subject in which he has passed the previous examination.
- (c) A candidate who has passed the Previous examination for the Degree of Master of Science of another University may also be admitted to the Final Examination for the degree of Master of Science after obtaining necessary permission from the Vice-Chancellor provided that he had offered for his Previous examination a course of study of an equivalent standard with almost identical syllabus as is required for the Previous examination of this UNIVERSITY and has attended a regular course of study for one academic year in a Teaching Department of the UNIVERSITY or in a constituent college of the UNIVERSITY.
- (d) The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

**3.0 Examination**



- (a) The examinations shall be by Theory and practical including Sessionals, except in the case of Mathematics where the examination shall be by means of theory papers only.
- (b) Besides regular students and ex-students and subject to their compliance with this Ordinance.
- (c) The subject of examination shall be one of the following:
- (I) Mathematics
  - (II) Physics
  - (III) Chemistry
  - (IV) Zoology
  - (v) Botany
  - (Vi) Geology
  - (VII) Military Science
  - (VIII) Statistics
  - (IX) Environmental Biology
  - (x) Micro Biology
  - (XI) Electronics
  - (XII) Food Science Technology

Provided that the Board of Management of the University can add more subjects.

- (d) Any candidate who has passed the M.Sc. examination of this UNIVERSITY in any subject, shall be allowed to present himself for examination in any one or more of the optional papers in that subject not taken by him at the said examination and if, successful will be given a certificate to that effect.

Provided that no candidate shall be allowed to offer more than two additional papers in any one year and in subjects other than Mathematics, a candidate shall undergo a practical test in respect of the paper concerned.

#### Marks requires for passing the Examination

- (a) For both the Previous and the Final Examinations, a candidate will be declared successful if he obtains at least 36% of the aggregate in the subject.
- "Provided that in subjects in which theory and practical examinations are held, an examinee must pass separately in both obtaining not less than 36% of the total marks in each."

- (b) No division will be assigned on the result of the previous examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both, the M.Sc. Previous and Final examination.
- (c) Successful candidates who obtain 60% or more of the aggregate marks shall be placed in the First division those obtaining less than 60% but not less than 48% in the second division and all other successful candidates obtaining less than 48% in the third division plus percent marks in each paper are also in.

4.0. Regarding scheme in M.Sc. shall be as per decision of Board of Management of the University, as per attendance fees and intake of student shall be as per ordinance of the University.

5.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

## SRI SATYA SAI UNIVERSITY OF TECHNOLOGY &amp; MEDICAL SCIENCES

## ORDINANCE

No. 30 of 2013

## Master Of Commerce (M.Com.) 2 Year Course

This Ordinance shall be applicable to candidates admitted to For Master of Commerce (M.Com.) degree S

- 1.0 The course for the degree in Master of Commerce spread over two academic year and examination shall consist of two parts:-
  - (a) The previous examination, at the end of first year and
  - (b) The final examination, at the end of second year
- 2.0 A candidates who, after having passed the final examination for the B.Com. degree from this University or in a statutory University in India, has completed a regular course /study in the teaching department of the university or in a college affiliated to the university, in the in which he offers himself for examination, for one year, shall be admitted to the previous examination fees degree of Master of Commerce.
- 3.0
  - (a) A candidates who after passing the M.Com previous examination of the university, has completed a regular course of study for one academic year in a teaching department of the university, in the subject in which he offers, himself for examination, for one academic year, shall be admitted to the final examination for the degree of master of commerce.
  - (b) A candidate who has passed the previous examination for the degree of Master of Commerce of another university may also be admitted to the final examination for the degree of Maser of Commerce after obtaining necessary permission from the Vice Chancellor provided that he/she offered for his/her previous examination a course of study or an equivalent, standard with almost identical syllabus as is required for the previous examination of this university and has attended a regular course of study for one academic year in a teaching department of the university.
  - (c) The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.
- 4.0 Besides regular students and ex-students and subjects to their compliance with this ordinance, Non- collegiate candidates shall be eligible for admission to the examination

as per provisions of the ordinance related matter and provided that if they fulfill other conditions of ordinances.

- 5.0 (a) The scope of studies shall be as prescribed by the Academic Council on the recommendation of the boards of studies and the faculty of commerce from time to time and printed in the prospectus for the examination or published by notification.
- (b) The examination shall be conducted by means of written papers. In both previous and in final examination there
- 6.0 The written examination shall be held as far as possible in the months of March, April every year, the date of commencement thereof having been notified in advance and at such centers as may be appointed by the Board of Management of the University.
- 7.0 In order to be successful at any of the previous and final examination an examinee must obtain at least:-
- (i) 20% of marks in each of the theory papers separately.
- (ii) 36% of marks in the total of all theory papers taken together.
- 8.0 (a) Examinees of the previous examination obtaining mark not less than the minimum marks prescribed by foregoing paragraphs shall be declared to have passed the examination without any division being assigned to them.
- (b) Successful candidates of the final examination shall be placed in a division on the basis of the total marks obtained at the previous and final examinations taken together, in accordance with the following scale:-
- (I) Those obtaining 36% or more but less than 48% of marks in the Saggregate third Division
- (II) Those obtaining 48% or more but less than 60% of marks in the aggregate - Second Division
- (III) Those obtaining 60% or more marks in the aggregate First Division
- (c) In the case of a candidate permitted to appear, after having passed the previous examination of another university, at the final examination of the university, the total marks obtained at the previous examination shall be, if they are out of an aggregate maximum marks more or less than the aggregate maximum marks of the university, reduced or raised proportionately as the custom may be, so as to make them out of an equal aggregate maximum marks.
- 9.0 (a) A regular candidate of a college or of a teaching Department. of the university, who, on obtaining marks less than the minimum pass marks prescribed by

foregoing Para 8, has been declared to have failed or who, after having been duly admitted to the examination fails on account of or a similar bonafied reason to appear there to may reappear at subsequently as an ex-student in accordance with the provisions and on fulfillment and the conditions of ordinance and regulations.

- (b) An ex- student candidate for any of the examination shall offer the same papers which he/she had previously offered as a regular candidate unless on account of a change in the scheme of examination the papers offered by hem/her earlier case to be a part of the examination or syllabus for the examination and he/she has been permitted by the Registrar to offer a different paper.

- 10.0 (a) Regular student's undergoing regular course of studies in an affiliated college or a teaching department of the university, who have obtained not less than 60% marks M.Com. In (previous) examination may be permitted to offer at their final examination, dissertation or a project report in lieu of one of the theory papers from optional group, provided a provision for such dissertation project report has been made in the syllabus for the subject.
- (b) On being permitted to offer a dissertation a student shall prepare it on a problem not dealt earlier, assigned to him /her by the head of the department. In the college or the university teaching department.
  - (c) A regular students who has been permitted to offer, under the provisions of sub Para (a) dissertation shall send, through the Principal of the college or the head of the department concerned, three printed or typed copies of it duly countanaigned by the supervisor so as to reach the Registrar by a data preceding by three week the date of concement of the writer examination, any dissertation received after such a date shall not be accepted for the purpose of the examination.
  - (d) An ex- student candidate for the final examination who was, a regular candidate from a college or a teaching Department. Permitted, under the provisions of sub. Para (a) above, to offer a dissertation in lieu of an optional paper, may be on the recommendation of the head of the Department and Principal of the college of which she was regular student to submit either a revised dissertation on the same topic on which worked was done previously or a dissertation on a fresh topic assigned by the principal in consultation with the head of the department in the college.

Provided (i) that the candidate shall apply for such permission from the Registrar, through the Principal of the college concerted at least three months before the date of commencement of the examination and if permitted, shall work for it under the guidance of a teacher in the department of the college as assigned by the Principal and (ii) that the candidate shall fulfill the conditions of foregoing subparagraphs (b) and (c).

- 2.0 A candidate who has passed the M.Com examination of the university may on submission of an application on prescribed form together with necessary fees, be allowed subject to the provisions of ordinances regulations and directives, to reappear at the examination in the same subject for purpose of improving his/her performance thereat.

Provided that a candidate who has been granted a permission for re-appearing at the examination may be treated, if he/she had been in the first instance, a regular student of a college or department ex-student candidate for the purpose of exemption from attending a regular course of a studies again in the college or department or production of a residence certificate.

12. The Board of Registrar shall publish the results of the examination as soon as possible after the examination but not later than the 60th day from the date when the examination was over.
13. In the notification declaring the results of the final examination names of first ten successful candidates, separately in each subject, may be arranged in order of marks.
14. The other rules & regulation for master of commerce degree, & examination etc will be as per ordinance of university for this purpose from time to time or as per approval of Board of Management the University for this course.
15. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 31 of 2013****Degree of Master of Education****Regular Course (M.Ed.)**

The Ordinance framed as per rules/ regulations/ guidelines laid down by NCTE shall be applicable for the award of Master of Education (M.Ed.) Course

**1. Eligibility for admission**

- i) A person who has passed examination of Bachelor Degree of University and has hereafter passed B.Ed from this university or any recognized University, shall, be eligible for admission to the examination for the degree of Master of Education.
- ii) The candidate shall be granted admission according to approved rules of the University
- iii) The fees for each course shall be decided by Board of Management of University  
the Number of seats in each course will be as per Statute 28.

**2. Duration of the course**

The courses of Instructions for the Degree of Master of Education, Regular courses of this University shall be of one academic year.

**3. Mode of Instruction**

- i) The course of study shall include learning and teaching through Regular.
- ii) Instructions shall be imparted through lecture programmes, supplemented with written assignments, lesson packages and contact programmes.
- iii) Medium of instructions shall be Hindi/English.

**4. Assignments**

- i) During the period, assignments and lesson packages will from the study of the programme.
- ii) Completed assignment's shall be deposited candidate in the intervening months. assignments will serve as feed back and will be counted towards internal assessment in each paper.
- ii) The whole course in each paper will be divided into a number of units which shall be supplied the candidate from time to time.

### 5. Scheme of Examination

i) The scope of studies in different papers shall be such as is prescribed SSSUTMS.

ii) The following shall be the scheme of examinations:

Part I- Theory (five papers)	500 marks.
written assignments	100 marks.
Part II-Dissertations	100 marks
Viva Voce	100 marks

Total 800 marks

iii) Details of the scheme are as follows

#### Scheme of Examination

#### (A) Part 1- Theory

Paper	Written Assignment	Theory	Max. Marks	Min. Marks	Marks of passing
I	20	100		120	40
II	20	100		120	40
III	20	100		120	40
IV	20	100		120	40
V	20	100		120	40
Total-	100	500		600	200

#### (B) Part II

Dissertation	100	100	40
Viva Voce	100	100	40
	200	200	80

iv) A candidate must secure minimum pass marks in A & B part separately. Division will be awarded on the basis of marks obtained in Part I & part II taken together on the following basis:



1st Division	-	60% & above
II nd Division	-	50 % & less than 60%
III rd Division	-	40% & less than 50%

- v) Viva Voce examination will be conducted by a Board of two examiners appointed by the University, one of whom shall be the guide for dissertation as far as possible.
- vi) Assignments and dissertation relating to Part I & II of the examination will have to be submitted before the theory examination.
- vii) The Viva Voce examination shall be arranged by the University after the theory examination.
- viii) The merit list of candidates securing first 10 positions in the first division will be notified by the University.

#### 6. Ex- students

- i) A candidate failing in either or both of the two parts may, reappear as an Ex-student, in the part concerned or in the whole as the case may be, at a subsequent examination without being required to undergo regular course of studies again, subject to his/her complying with the provisions of ordinance and regulations of SSUTMS from time to time..  
Provided that such advantage of appearing at the examination as Ex-student shall be admissible for a period of two years from the date when the candidate had appeared at the examinations as a regular candidate.
- ii) An Ex-student seeking permission for re-admission to a subsequent examination shall submit his/her application on prescribed form indicating the papers and parts of the examination intended to appear to the VICE CHANCELLOR, before the date fixed for the purpose together with such fees and documents as are required of him/her and he/she shall be governed by the provisions of all relevant ordinance of the University.
- iii) Marks of Internal assessment if they are above the minimum prescribed for a pass, shall be brought forward for the purpose of results at the subsequent examination.

**7. Fees of the course**

The candidate will have to pay fees as decided by the Institute authority as per prescribed time schedule.

8. University examinations will be conducted in Madhya Pradesh at suitable Centers as decided by the authorities of the University.

**9. General:**

In all matters pertaining to the course, the decision of the Vice-chancellor of the University shall be final and as per Ordinance of the University for this purpose. Provided the norms laid down by NCTE and M.P. Govt. shall be the binding to the University

10. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

## SRI SATYA SAI UNIVERSITY OF TECHNOLOGY &amp; MEDICAL SCIENCES

## ORDINANCE

No. 32 of 2013

## MASTER OF PHILOSOPHY (M. Phil)

The Ordinance shall be applicable for the Candidate admitted in MASTER OF PHILOSOPHY (M. Phil) degree.

## 1. ELIGIBILITY FOR ADMISSION:-

As per Ordinance number 10 for Ph.D.

## 2. Selection of Candidates

As per Ordinance number 10

## 3. DURATION OF COURSE:

The course of studies for the degree of Master of Philosophy shall spread over one and half year.

## 4. FEES &amp; INTAKE:

The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

## 5. SUBJECT

Master of Philosophy Courses shall be started as per the availability of PG courses in the University.

## 6. Examination

- (i) The examination shall be conducted generally by means of internal assessment, three written theory papers, one of which shall be on methodology of research, a practical test, a thesis on research work and a viva voce exam.
- (ii) The Teaching Department shall organize during the session, adequate numbers of seminars new developments in the subject or interpretation of different research work and its data. It shall also arrange at least three tests on each of the theory papers and award grades best two of which shall be taken into account for purpose of working out the average Internal Assessment.
- (c) The scope of studies in different subjects shall be as prescribed by the Academic council on the recommendation of the Boards of Studies and the Faculties concerned from time to time and published by a notification.
- (d) The written part of the Examination shall be held as far as possible in March April every year the date of commencement thereof having been notified in advance and at such centers as may be approved by the university. Provided that the first

year of Introduction of the course if the teaching start in a later part of a session the examination may be held at such other time, after completion of the course, as approved by the Vice Chancellor from time to time.

The Practical part of the Examination which shall be conducted jointly by a teacher in the Department and two External Examiners appointee for the purpose, may be arranged either before or after the theory examination in accordance with the convenience of the Department concerned.

#### 7. Research /Project Work

- (a) Every student admitted to the course shall be required to carry out research or project work under the supervision of a teacher in the teaching Department, on a problem assigned to him / her by the Head or the Department with the approval of the Research Degree committee in the subject constituted under the Ordinance of the University.
- (b) The candidate shall prepare a thesis on the research / project work done by him which must be characterized either by the discovery of facts or by a fresh approach toward the interpretation of facts, capable, in either case, to advance knowledge in the subject.
- (c) The candidate shall submit three typed/ printed copies of the thesis through the Department so as to reach the office or the Registrar preceding by at least three weeks the date of commencement of the written examination, together with :
  - (i) A declaration signed by him/her that the thesis embodies the result of his/ her own work.
  - (ii) A certificate from the supervisor to the effect that the thesis research conducted being the result of the candidates own work, is on a subject on which similar work has not been previously carried out.

Provided that the Vice Chancellor may, on the recommendation of the Head of the Department, permit a student who could not prosecute the research / project in time the period can be extended.

8. (a) A student of University Teaching Department seeking admission to the examination for the degree of Master of Philosophy shall submit his/her application therefore on prescribed form to the office of the Registrar by the date fixed for the purpose, together with a fee as decided by University for the examination and also the following certificates from the Head of the Teaching Department, Viz:
  - (i) Good Conduct,

- (ii) Fitness to present him self / herself at the examination.
- (iii) Having attended the classes as per Ordinance of SSSUTMS.

Candidates who have not received certificates prescribed of foregoing clause shall not be permitted to appear at the theory examination. All though he/she might \ have appeared to the practical examination which was conducted by the department before the start of theory examination.

9. (a) After the copies of the thesis are received, Registrar shall send them to two external examiners for assessment for grade.
- (b) The Viva voce test shall be conducted by (i) two external examiners and (ii) the supervisor of the research work, who shall jointly award a grade on the performance of the candidate at the viva voce test .
10. (a) (i) In order to be successful at the Examination a candidate must obtain :-
  - (i) Grade not below B in theory papers.
  - (ii) Grade not below in B in practical.
  - (iii) Grade not below B in the thesis.
  - (i) Grade not below B in the viva voce test .
  - (v) In overall grade not below B.
  - (vi) Grades, Grade points, grade point averages and overall Grades, wherever necessary, shall be computed in accordance with the provisions of the ordinance of the University relating to Grading and Internal Assessment.
- (b) A candidate who has appeared at the examination shall be supplied with a Grade Card indicating, inter alias the Grandees and Grade points obtained by him/ her in the internal assessment, theory papers, practical, thesis, viva voce and also the overall Grade and Grade point average, under the provisions of Ordinance of the University.
11. (a) A candidate, who on obtaining a grade below the provision laid down in clause 9 sub clause (a) has been declared to have failed or who after having been admitted to the Examination fails on account of illness or a similar reason, to appear thereto, may reappear at it subsequently, as an ex-student in accordance with the provisions of ordinances and regulation of the University, provided he/she fulfils all such conditions laid down in this and other ordinances as are applicable to him/her from time to time.

- (b) A candidate who has failed to obtain Grade B separately in the thesis and the viva voce test shall not be permitted to re-appear at the examination as an ex-student.
- (c) In the case of an ex-student candidate the grades and Grade points obtained by him/ her previously in (a) Internal Assessment and (ii) thesis shall be, if these were at least the minimum required for a pass, as laid-down in clause 9 above, carried over for the purpose of his/her result at the subsequent examination.
- (d) An ex-student candidate shall be required to present himself/herself again before (i) a board of Viva voce examiners constituted as per the provisions of Examination .
12. The Registrar shall publish the results of the examination announcing the successful candidates and the overall grades obtained by them as soon as possible after the Examination is over but not later than the 60th day.
13. All candidates appearing in examination shall be required to abide by provisions and ordinance of the University and such other ordinance/ directives, if any, as are applicable to the them.
14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

## SRI SATYA SAI UNIVERSITY OF TECHNOLOGY &amp; MEDICAL SCIENCES

## ORDINANCE

No. 33 of 2013

## Post Graduate Diploma in Tourisms and Hotel Management (MPDT&amp;HM)

This Ordinance shall be applicable to candidates admitted To DIPLOMA IN TOURISMS AND HOTEL MANAGEMENT (MPDT&HM)

## I. ADMISSION

(a) A candidate who has (a) passed the final examination for Bachelor's degree in any of the faculties of this University or an examination conducted by a university recognized as equivalent there to for this purpose and (b) thereafter prosecuted a regular course study in a teaching department of the university or in a college affiliated to the university in respect of the course, for one academic session, shall be eligible for admission to the examination for post - graduate diploma in Tourism and Hotel management.

(b) (i) Candidates for Regular course of study means attendance separately of at least 75 per cent of lectures and practical work, seminar etc. arranged by the department college during the session and in sending the records of attendance to the university the Head of the Department or the Principal of the college shall follow the rules laid down in Ordinance of the University for this Purpose including deficiency in attendance.

(ii) Any deficiency in attendance not exceeding 15 percent may be condoned, under the provisions of ordinance of the university from time to time.

2. (a) Every candidate seeking admission to the examination shall have paid to the university or the college such to 'on fee as is prescribed in this behalf and shall submit an application for the purpose, on a prescribed form together with necessary fees through the head of the Department or the Principal of the college concerned so as to reach the Registrar not later than the date preceding the examination that may have been fixed and notified earlier and shall produce, with the application. The intake shall be decided by Board of Management.

3. (a) The annual written examination shall be held as for as possible March- April every year, the actual date of commencement of examination notified in advance and at such centers as may decided by Board of Management of the University.

- (b) Candidates shall be required to submit three typed copies of their project report which shall have been prepared under the guidance of the head of the department in the university or in the college or an approved teacher, as so as to reach the Registrar not later than a date preceding by three weeks the date of commencement of the written examination, the vive viva voce shall be arrange subsequently after assessment of the dissertation.
4. (a) In order to be successful at on examination on examinee shall be required to obtain:
- (i) At least 40% marks in each of the theory papers.
- (ii) At least 40% marks in the practical and
- (iii) At least 40% marks in the aggregate of all theory papers and the practical's.
- (b) Successful examination shall be placed in division in accordance with the following scale:
- (i) Those who obtain 60% or more marks in the aggregate - First division
- (ii) Those who obtain less than 60% but not less than 45% marks in the aggregate - Second Division.
- (iii) These who obtain less than 45% but not less than 40% marks in the aggregate - Third Division
5. Not withstanding the provisions contained in the above paragraph, the Vice Chancellor may condense the deficiency of one mark if any examinee is failing or missing a higher division on by not more than one marks, where the deficiency so condoned, the one marks shall be added.
6. A candidate who fails at the examination, may, at his/her option, re-appear in it in a subsequent year as an ex-student without being required to undergo a further course of studies in the department or the college.
- Provided that such a candidates shall fulfill all other conditions of this ordinance as also of other ordinances which are made applicable to him/her by the authorities of University
7. The Registrar shall as soon as possible after the examination, but not later than the 60<sup>th</sup> day from the date when the written examination was over publish the result, accounting the names and Roll Nos. of the successful examiners.
8. In the notification declaring the result of the examination names of first five successful candidates who are placed in first division may be arranged in order of merit.



9. SCHEME OF Examination for the post graduate diploma in Tourism and Hotel Management.

	Paper No	Title of the paper	Maximum Marks	Minimum Marks
(a) Theory	Paper - I	Survey of Indian History & Culture	100	40
	Paper - II	Tourism, principles & practices	100	40
	Paper - III	Tourist Transport & Travel agencies	100	40
	Paper - IV	Hotel Management & Catering	100	40
	Paper - V	India as a tourist Destination	100	40
(b) Practical	Project Report	50 Marks		
	Tour Report	25 Marks	100	40
	Test for verbal			
	Exposition & Viva- voce	25 Marks		
	AGGREGATE		600	240

A. The project report should be examined by the external examiner.

B. The tour report should be valued by the internal examiners.

C. The viva-voce test will be examined by the Internal & External examiner as appointed by authorities of the University from time to time.

10. The MPDT&HM degree course will be Govern by such rules & regulation as approved by Board of Management of the University & also as per as this purpose. .
11. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES**

**ORDINANCE**

**No. 34 of 2013**

**Post Graduate Diploma in Computer Science and Application (PGDCA)  
(Semester System)**

This Ordinance shall be applicable to candidates admitted for Post Graduate Diploma In Computer Science and Application (PGDCA) degree course

1. The duration of the post graduate diploma in computer science and applications shall be one academic year, comprising of two semesters and a project work. The examination of the first semester shall ordinarily be held in the month of November, December on suitable dates as fixed by Registrar of the university.  
A supplementary examination for the first semester shall be held as decided by University the 2<sup>nd</sup> semester Examination will be held in April/May.
2. The candidates, who have passed the following examination of the University or an examination recognized University shall be eligible for admission to the first semester of course:-  
Minimum 50% Marks (45% for SC/ST/OBC) In B.Sc./B.A./B.Com. /B.E./M.Sc./M.A./M.B.A./M.Com.
3. (a) A candidate shall be required to fulfill the following conditions for appearing in the first and second semester examinations:-
  - (i) A good character certificate from the head of the department.
  - (ii) 75% attendance of the full course of lectures delivered in each part practical's , seminars, case discussion trip to computer centers etc.
- (b) A deficiency in the attendance for the proscribe course (Lectures/ practical/seminars/case discussions/visit to computer centers etc.) may be condoned as per provision of Ordinance of the University for the purpose.
- (c) A candidate shall be allowed to appear in the second semester examination only when he/she has passed the first semester examination.
4. A candidate, who has failed (or absented on exceptional cases) in the first semester examination may be provisionally allowed to attend the second semester course.
6. The medium of instructions and examination shall be English/Hindi.

7. Every candidate shall be examined according to the scheme of examination of Ordinance of the University. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.
7. The practical examination ( including oral) shall be conducted by the two examiners i.e. one external to be recommended by the examination committee and one internal to be nominated by the head of the Department. .
8. (a) The subject of the project work/ dissertation shall be approved by the Head of the Department of Computer Science & Applications.
- (b) The candidate shall be required to carry 'out their project viva voce examination will be appointed by the Department of Computer Science & applications or any other as approved by the head of the department under the supervision of faculty member appointed by the head of the department
- (c) The candidate shall be required to submit three copies of the project report / dissertation with the following certificates from the supervisor: That the project work has been completed by the candidate himself/ herself.  
That he/she has attended the department of computer science and application or any other place of work for at seats 60 In exceptional cases, the last date for submission of project report in be extended up to two months by the Vice-Chancellor or recommendations of the supervisor and head of the Department of computer science and /applications.
- (d) The project report /dissertation shall be evaluated by a board constituted by the Vice - Chancellor, which may consist of the follow members:
  - (i) External examiner at Professor level,
  - (ii) Head of the dept. of computer science & applications, and
  - (iii) The supervisor of the concerned project work.
  - (iv) If the project report / dissertation is disapproved by the internal examiner / Board of examiners, the candidate shall be required to be submit his/her project report / dissertation within a period of three month.
8. No candidate shall be allowed more than two attempt as an ex-student in particular semester. If a candidate does not succeed in this attempt too, he/she will have to leave this course.
9. Result of a candidate who has passed the higher examination but failing in back papers of lower examination will be with held till he clears the lower examination
10. The standard of passing shall be follows:

In order to pass a P.G.D.C.A. examination of any semester a candidate must obtain at least.

- (1) 40% of the maximum marks in each written paper
- (2) 60% of the maximum marks in sessional work
- (3) 50% of maximum marks in practical examination
- (4) 50% of maximum marks in aggregation at the end of a academic session.

11. The Division will be awarded in First year of P.G.D.C.A. on the following basis.

75% of the aggregate and above: First division with honors

60% of the aggregate and above: first division

50% of the aggregate and above: Second division

13. **Curriculum & related Regulation:-**

The Curriculum & related regulation of PGDCA will be as per schemes approved by the Board of Management of the University

14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 35 of 2013****BACHELOR OF SCIENCE IN PHYSIO THERAPY**

This Ordinance shall be applicable candidates of Bachelor of Science in Physio Therapy degree

1. A candidate seeking admission to the B.Sc. Physio therapy must have passed one of the following examinations

- a) Senior School Certificate Examination (12<sup>th</sup> years Course) of the Central Board of Secondary Education, New Delhi.

Or

An examination recognized as equivalent thereto with the following subjects: Biology, Physics, and Chemistry.

- b) Indian. School Certificate Examination (12 years Course) of the Council for the Indian School Examination with the following subjects:- Biology, Physics, Chemistry.
- c) Pre-Medical/Intermediate Exams in Science with the following subjects:- Biology, Physics, Chemistry.
- d) It is Compulsory for all the candidates seeking admission to B.Sc. Physiotherapy to qualify & get selected through Merit of the entrance test & interview conducted by the Board of Management of the university before admission. The marks pattern will be as follow for the selection:
- (i) 25% from U.S.C. Examination.
- (ii) 50% from entrance Examination.
- (iii) 25% from interview.
- e) The 50% seats will be reserved for the students belonging to Madhya Pradesh Reservation and other rules will be followed as per State Paramedical Council M.P. Govt. norms from time to time.
- f) The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

There will be entrance test comprising of 2 papers.

### 1. Papers Entrance Test.

Type	Objective	Subjects:	Marks
Part I	General Knowledge	General. (Awareness, Language Mental ability & Competence)	50 Marks
Part II		Biology	50 Marks
		Physics	30 Marks
		Chemistry	20 Marks

Minimum qualifying marks will be 50% of the aggregate marks i.e. 150. The Entrance test will be held in the month of May every year or as decided by the University from time to time.

However the board of Management may decided for admission on merit only

- Duration of the Course shall be 4 years. Course shall extend over a period of 4 academic years. After having Passed all the Examinations in the Scheme of Examinations, there shall be prescribed compulsory rotating full time internship extending over a period not less than six months in approved Institution/Hospital or Centers for Rehabilitation as approved by the University.
- Age: No candidate shall be qualified for admission to the course unless he/she is 17 years of age before 1st of July to the year in which he/she seeks admission.
- Examination: There shall be an examination at one end of first year after a regular course of study.

Following shall be the distribution of teaching hours for the course of study:-

#### First Year

Main Subjects	Theory (hrs)	Practical (hrs)
Anatomy	120	60
Physiology	120	60
Pathology & Pharmacology	(60+20)	80
Exercise Therapy & Massage	(Theory)	80
Exercise Therapy & Massage	(Practical)	320
Electro Therapy & Action Therapy	(Theory)	80
Electro Therapy & Action Therapy (Practical) Subsidiary		
Mathematics & Statistics & Computer Science		50

In order to pass subsidiary subject candidates will be required to obtain at least 40% marks.

REMARKS

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Sessional Examination will be conducted in every three months. 25% of marks will be carried towards the award of Divisions.

Such as candidate who fails in subsidiary subject may appear again at any subsequent examination in the subject he/she has failed in. No candidate shall be declared to have passed the II year examination unless he/she has passed in the subsidiary subjects.

Note: In the teaching of main subjects, stress shall be laid down on the fundamental and basis principles of the sciences and their practical application.

### Second year

There shall be an examination at the end of second year after a regular course of study.

Main Subject	Theory (hrs)	Practical (hrs)
Psychology	80	
Medicine	175	
Surgery	125	
Physio therapy in Medical		
Cont'd (part-I)	80	120
Physio therapy in Surgical		
Cont'd (part-II)	80	120
Physio therapy Clinic		585

During the second year the Clinical posting of the students will be for a period not less than 3 hours per day. Teaching of Second year will be followed by the second year examination in APRIL.

### Final Year

There shall be an examination at the end of second year after a regular course of study.

Main Subjects	Theory (hrs)	Practical (hrs)
Bio-Mechanics & Kinesiology	120	
Physio therapy in Medical	80	140
Cont'd (Part-II)		
Physio therapy in Surgical	80	40
Cont'd (Part-II)		
Disability Prevention & Rehabilitation	80	140
Physio therapy Clinic		585

During the final year the Clinical posting of the student will be for a period not less than 3 hours per day.

Teaching of final year will be followed by the final year examination preferably in April.

**(a) Examination**

During the entire course of study in physio therapy there shall be three annual and three supplementary examinations to be held in April and July respectively each year as stated below:

- i) I-year: Every candidate seeking admission to the Examination to be held at the end of the 1st academic year must have perused regular course of study for one academic year.
- ii) II-year: Every candidate seeking admission to the examination to be held at the end of the second academic year must have passed the first year examination and must have perused thereafter a regular course of study for one academic year.
- iii) III year Every candidate seeking admission to the examination to be held at the end of the final academic year must have perused thereafter a regular course of study for one academic year.

The candidate, after the final year results, shall have to undergo certified internship for a period not less than six months in such approved Institutions/Hospitals or Centers for Rehabilitation catering to one or more category of physical handicapped such as Neurology & Orthopedic, etc. in the form of compulsory rotating full time internship.

**4(b) Supplementary Examinations**

In addition to the Annual Examinations there shall be supplementary examinations for first year, second year and final year physio therapy students which shall be held in July. Candidates who fail to pass or fail to present themselves at the annual examination may be admitted to these supplementary examinations on payment of the prescribed fees. Only those candidates shall be declared to have passed the supplementary examination who obtain the requisite percentage of pass marks.

Candidate who fail to pass, or fail to present themselves at the supplementary examination of First Year, Second Year, and Final Year in Physio therapy may be permitted to appear at the next annual examination after pursuing a further course of prescribed study.

**4(c) Six months full time internship in physio therapy**

There shall be six months internship after the final examinations. No candidate will be awarded degree certificate without successfully completing the 6 months of internship and has been declared to have passed the examination in all the subjects.



4-(d) Exemption of the candidates from the examination in the subjects passed. Candidate obtaining 50 percent marks in each of the subjects of first year, second year and final year examination in physio therapy course may be exempted from appearing in these subjects in the subsequent examination.

#### 5. Attendance

A candidate admitted to B.Sc. physio therapy course shall not be deemed to have satisfied the required conditions of attendance unless he/she has attended not less than 75% of the lectures and practical separately in each subject in each academic year. In addition, attendance at the study tours, wherever prescribed in the course shall also be compulsory.

6. Scheme of Examination for the course shall be as mentioned in the Scheme of Examination B.Sc. Physio therapy.

- (a) A regular record of Theory, Practical S - clinic periodic test conducted in the academic year shall be maintained for each student and session internal assessment shall be awarded as given below:-

	I year	II year	III year
Theory paper	25%	25%	25%
Practical	25%	25%	25%

- (b) There shall be one sectional examination during the year and the above percentage of the total marks for each subject shall be awarded as the sectional marks. The following system shall be followed in awarding marks for the sectional practical examinations:

Actual performance in the sectional examinations 50% Day to day class work including records: 50%

- (c) The medium of instructions and examination shall be English. The marks awarded by the teacher in internal assessment will be submitted to the Principal of the College who would forward the same to the University before the commencement of the examination in the written papers in each case. It shall be the function of the coordinating Committee to ensure uniformity in the award of internal assessment marks among the Institutions concerned.

The Institutions concerned shall maintain the record of material on the basis of which the Internal & Assessment are awarded which will have to be made available to the Co - Ordinating Committee for inspection by them, if required.

**7. The minimum marks**

The minimum marks to pass the examination at the end of the each year shall be 50% in the theory paper and 50% in the practical including Internal assessment when provided, taken together.

**8. Classification of Successful candidates**

(a) There shall be no classification of division in respect of successful candidates in the physio therapy examination. Candidates securing 75% of the marks distinction in any subject in one attempt shall be treated to have secured distinction.

Distinction: Candidates securing 75% of marks or above in any subject or subjects shall be declared to have obtained in that subject or subjects, provided the candidates passes in all the subjects in the same examination.

**9. Other Conditions**

(a) The candidates will retain the internal assessment marks of the previous examinations.

(b) A candidate who fails to pass or fails to qualify for Promotion to the next higher class on the result of the supplementary examination shall be required to join the College in the same class as a regular student and peruse fresh studies for another academic year in the subjects in which he/she could not secure the minimum pass marks at the last examination.

10. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 36 of 2013****Bachelor in Computer Applications B.C.A.****(3 Year Degree Course)**

This ordinance shall be applicable to candidates admitted for Bachelor In Computer Applications (B.C.A.) degree

The Bachelor of Computer Applications (B.C.A.) Programme shall be equally distributed over three sessions of one year each. The basic structure of the Programme is given below.

**1. ADMISSION**

Admission to B.C.A. will be made as per the rules approved by the Board of Management of the University. The intake will be decided as per Statute 28.

**2. ELIGIBILITY FOR ADMISSION**

For admission to B.C.A programme, a candidate should have a passed Senior Secondary Examination on the pattern of 10+2 with Mathematics as main subject from a recognized Board of Education or an equivalent examination recognized as equivalent thereto by the University with at least 50% marks in aggregate. In case of SC/ST candidates the eligibility requirement is a minimum of 45% marks in aggregate.

**3. CANCELLATION OF ADMISSION**

The admission of a student at any stage of study shall be cancelled if:

(i) He / She is not found qualified as per the eligibility criteria prescribed by the University.

or

(ii) He / She is found unable to complete the course within the specified period for completion of the course

or

(iii) He / She is found involved in creating indiscipline in the School/Institute or in the University.

or

(iv) He/ She is involved in ragging

#### 4. APPLICABLE FEES

- i) All the fees including the course fee and the examination fee shall be as determined by the University from time to time, will be payable by the students at the beginning of each semester.
- ii) Registrar will notify the quantum of fees payable and the schedule of registration before the start of each semester.
- iii) Fees once paid, and once the student has started attending classes, are not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit at his discretion, an extension in the last date of payment of fees. However, all the students will be required to pay the prescribed fee before the start of examinations. In case any student has been allowed to appear for the examinations, the results of such student shall be withheld till all his dues are cleared

#### 5. Scheme of Examination for B.C.A. 1st year

##### 1. Foundation Course

i. Hindi Language

ii. English Language

##### 2. Business Mathematics Paper - I

##### 3. Management Accounting Paper - II

##### 4. Communication & Management Paper - III

##### 5. Digital Computer Electronics Paper - IV

##### 6. Fundamental of Computers Paper - V

##### 7. Fundamental of Computer Programming Paper - VI

##### 8. Business Data Processing Paper - VII

##### 9. Introduction to PC Software Paper - VIII

#### Practicals

As per approval of Board of Management of the University from time to time

#### Scheme of Examination for B.C.A. IInd year

##### 1. Foundation Course Paper - I

i. Hindi Language & Scientific Temper

ii. English Language

##### 2. Computer Oriented Numerical Methods Paper - II

##### 3. Operating System Paper - III

##### 4. Data Base Management System Paper - IV

##### 5. DTP Paper- V

6. Organizational Behaviour Paper - VI
7. Data Structure & Manipulation Paper - VII
8. System Analysis & Design Paper - VIII

#### Practicals

As per approval of Board of Management of the University from time to time

#### Scheme of Examination for B.C.A. IIIrd year

1. Foundation Course
  - i. Hindi Language & Scientific Temper Paper - I
  - ii. English Language Paper - II
2. Management Information Systems Paper - III
3. Marketing Management Paper - IV
4. Data Communication & Networks Paper - V
5. Worldwide Web Design with HTML Paper - VI
6. Management of Information Services Paper - VII
7. Programmeing in Visual Basic 6.0 Paper - VIII
8. RDBMS & Oracle Paper - IX

#### Practicals

As per approval of Board of Management of the University from time to time

The Courses are Theory & Practical based. In the First and Second year approximately 60 hours of practical time is required and in the final year approximately 120 hours of practical time is required. A student will not be eligible to appear in the term end practical examination if the percentage of attendance in practical session falls below 75% Similarly a candidate will not be eligible to appear in the term end theory examination if his/her attendance in Regular classes is less than 75% .However in deficiency of attendance, the coadunation will be as per ordinance of As per approval of Board of Management of the University for this proposal.

Overall Grading : the final score for each course is computed by combining continuous evaluation score and term-end examination score.

The Practical and term-end exams will be scored on a numerical marking scheme. Any component which has not been attempted would be treated as having a score of 0 (Zero) marks. The requirement for passing a course would be at least 40% in continuous evaluation and 40% in the term-end with an overall average of 50%. Passing all the courses is mandatory for the award of the B.C.A.

In order to be able to appear for the term-end examination it is a necessary requirement that the students attend all classes according to the prescribed schedule. All the students will be

required to give an undertaking to this effect and should it be later found that they had in fact not submitted the practical allotted as prescribed, the results for the Term-end examination will be treated as cancelled.

The practical examination will be of 1-5 hours duration depending upon the nature of practical

Project Work: will required to be a combination of practical work and a project report would be expected to be of about 30 pages.

#### 6. Award of Degree:-

Students successfully completing the programme shall be placed in various categories as indicated below.

I division with distinction	-	75% or above
I division	-	60% or above and less than 75%
II division	-	50% or above and less than 60%

Student having passed 10+2 examination with Mathematics from any recognized University or Board shall be eligible for admission to the B.C.A. Programme.

7. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****NO. 37 of 2013****Diploma in Rural Development**

This ordinance shall be applicable to candidates admitted for Diploma in Rural Development.

**OBJECTVES**

1. To impart essential knowhow for the promotion of all round development of the rural communities economic, Social, cultural and ethical health education, agriculture, Banking and Welfare, Water shed management and Concept of Peoples Participating other activity related to rural people .
2. To inculcate a sense of responsibility and awareness in accelerating the process of change from traditional ways of living of rural communities to progressive ways of living.
3. To impart an understanding and an appreciation of the role of rural organizations/institutions/agencies departments at state, National and International level (Voluntary or Statutory) so as to ensure it's more meaningful and adequate involvement in growth oriented activities in rural areas.

**DURATION OF THE COURSE**

The Diploma in Rural Management Course shall be of Two year's academic duration

**ELIGIBILITY FOR ADMISSION ARE:**

The minimum qualifications required for admission to Diploma in Rural Development will be Higher Secondary School Certificate (10+2) or an equivalent qualification

1. The candidate is resident of India.
2. A candidate who is an employee of a voluntary or Statutory Rural Welfare Agency/Institution Department shall be preferred.
3. The candidate already prosecuting studies Regular or Correspondence for any other Course of the University during the session shall not be eligible for ordinance.
4. Candidate intending to join this course, shall submit his/her application in the prescribed application form along with requisite enclosures and fee so as to reach the Registrar, of the University within the time limit and date fixed for the purpose.
5. The candidate shall be granted admission with Merit or Entrance Examination.
6. The Number of seats will be as per Statute 28.

### SCHEME OF EXAMINATION

The scope of studies in different papers shall be such as is prescribed in the prospectus by the board of studies and the academic council of the University from time to time.

### PASS PERCENTAGE

Division shall be awarded to the successful candidates on the aggregate Marks obtained by him/her in accordance with the following scale, viz.

First Division with Distinction	75% and above
First Division:	60% & above
Second Division:	50% but below 60%
Third Division :	40% but below 50%

### ELIGIBILITY FOR SUPPLEMENTARY EXAMINATION

1. Candidates securing less than 40% marks in individual papers will be treated as failed. They can re-appear at the subsequent examination in the paper concerned.
2. A candidate declared eligible for supplementary shall be required to clear the same in the subsequent attempts. Any attempt availed of shall lapse automatically after expiry of this period, he/she will be deemed to have failed in the examination.
3. An ex-student candidate seeking permission for re-admission to a subsequent examination shall submit his/her application on prescribed form to the Registrar of the University by the date fixed for the purpose together with such fees and documents as are required of him/her.
4. The Vice Chancellor may, if a candidate is failing at an examination or missing a division by one mark, condone deficiency of one mark where the deficiency is so condoned shall nowhere be added.

### MODE OF INSTRUCTION

1. Regular classes will be held for this course.
2. Lessons will be in English/Hindi medium as per subject concerned. However the question papers shall be in English and also in Hindi.
3. The whole course in each paper will be divided into Five units.
4. Attendance will be as per provision in ordinance of the University

### TUTION FEE AND OTHER FEES

1. The fees as prescribed by the University shall be payable by the Candidates.
2. The total amount of fee is to be paid the time of admission and examination fees to be deposited along with examination form.



3. Fees related with the examination of the Diploma, etc., as decided by the University shall have to be paid by the candidate as and when required.
4. All fees etc., should be sent by demand draft in favour of Registrar, of the University.
  - a. Cost of application form and late fee for submission of form are non- refundable.
  - b. If application form is rejected by the University, tuition fee along with its late fee deposited by the candidate shall be refunded after deducting processing fees towards miscellaneous expenses.
  - c. Once the application form is accepted, any amount of fee shall not be refunded carried over for next year.
  - d. As regards refund of University examination fees, the rules shall be same as are applicable to other University examinations.
5. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

# SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES

## ORDINANCE

No. 38 of 2013

Five year Law Course BA.L.L.B.(Hons)

(Semester System)

This Ordinance framed as per rules/ regulations/ guidelines laid down by Bar Council of India shall be applicable to candidates admitted for five years Law Course BA. L.L.B. (Hons)

### General Rules:-

This Ordinance shall be applicable to candidates admitted for five year Law course BA.L.L.B (Hons) degree

1. The Degree of Bachelor of law B.A.L.L.B. (Hons) shall comprise a course of study spread over a period of five academic years
2. (a) Candidate seeking admission to the B.A.L.L.B.(Hons) degree must have passed an examination in 10+2 course of examination in any discipline of M.P. Board of Secondary Education or any equivalent Examination from recognised Board with 50% marks. However for SC&ST candidates/ disabled, the aggregate marks will be 45%. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate.
- (b) Duration of Course shall be of five Years spread to 10 Semester
- (c) The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.
3. Rules for promotion to the next semester and higher class of Five year degree course
  - (i) From odd semester to even semester :  
A candidate shall who has appeared in the odd semester examination in any particular year shall be promoted to an even semester of the year, irrespective of failing in any number of theory paper and practical examination of that semester.
  - (ii) From even semester to odd semester :  
A candidate who has appeared in the even semester examination in any particular year shall not be promoted to next semester and higher class, if he carries a backlog of more then two papers.
4. The minimum passing marks of each paper (Theory and Practical) shall be 40 marks and passing mark in aggregate (Theory and Practical) shall be 50%

5. The subjects and papers for each year of B.A.LL.B. (Hons) shall be prescribed by the faculty of Law on the recommendation of the Board of study. Unless otherwise provided each paper will carry the written exam of 80 marks and internal assessment of 20 marks. The candidate will have to pass separately in written papers and internal assessment.
6. The minimum pass marks in each year examination shall be 50% in aggregate of all the papers and 40% marks in each individual paper. Division to successful candidate for the B.A.LL.B. degree will be assigned from total marks obtained at the B.A.LL.B. First year, Second year, Third year, Fourth year and Final year examinations i.e. all ten semesters as under.  
FIRST DIVISION WITH DISTINCTION : 75% more  
FIRST DIVISION : 60% or above of the aggregate marks.  
SECOND DIVISION : 50% or above of the aggregate marks.
7. Candidate appearing for B.A.LL.B. (Hons) examination shall have to answer the question in English or Hindi medium.
8. The rules are subject to change in accordance with the directives of Bar Council of India and instructions issued by Department of Higher Education, Govt. of M.P. from time to time shall be adopted and notified by the University
9. Regarding Attendance, merit list, condonation of deficiency etc will be as per Ordinance of University from time to time for this purpose.
10. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

# SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES

## ORDINANCE

No. 39 of 2013

### Paramedical Course – E.C.G. Technician

This ordinance framed as per rules/ regulations/ guidelines laid down by Para Medical Council shall be applicable to candidates appearing for paramedical course –E.C.G. Technician certificate..

1. Duration of Course - One year

2. No. of Seats

No of seats shall be 50 subject to approval competent authority

3. Admission

3.1 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics (also securing pass Marks in three subject Individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.

3.2 For S.C/S.T/OBC Candidate, the seat will be reserved as per provision of M.P. Government form time to time. Other norms laid down by State Council of Paramedical courses shall also followed

4. Fees as per statute 28

5. Examination & Attendance:-

Examination & Attendance for Candidates of this Course will be as per Ordinance of this University there will be a final Examination for theory & practical

6. Course:-

The Course will include theory & Practical. The theory will be in applied Anatomy, Physiology & Biochemistry of cardio- vascular system, electro-cardiography, Anatomy of Heart, Physiology, Depolarization, Pathology, Pharmacology, Clinical Cardiology etc.

6.1 List of Practical:-

- I. ECG Recoding pediatrics/ Adults patients
- II. Operation, Calibration and servicing of ECG
- III. Recording of Halter/ Stress ECG

**IV Ambulatory B.P. Monitoring****6.2 Course Training Includes:-**

- I. Months in O.P. Department
- II. Months in LCCU
- III. Months in Non- Invasive Lab. Total Period of Training – one year

**6.3 Magnetism/ Electro –Magnetism/Electromagnetic indication****6.4 Computer Science: a) Fundamentals:****6.5 Logic Diagram****6.6 Basic Languages**

The theory will consist of 70% & Practical 30% of total marks.

**7. Medium of Instruction:-**

Medium of Instruction will be in English

**8. Award of Certificate:-**

Candidates have to score 33% passing mark in theory & Practical separately to qualify for Certificate. Candidate securing 75% marks will be graded as excellent, 60 to 75% very good, 45 to 60% good and 33 to 45% pass, below 33% marks will be treated as failed in certificate course

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Deans of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 40 of 2013****Paramedical course – Laboratory Technician – Pathology**

This Ordinance framed as per rules/ regulations/ guidelines laid down by Para Medical Council shall be applicable to candidates appearing for Paramedical course – Laboratory Technician – Pathology certificate.

1. **Duration of Course** - One year
2. **No. of Seats**  
No of seats shall be 50 subject to approval competent authority
3. **Admission**
  - 3.1.1 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics (also securing pass Marks in three subject Individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
  - 3.1.2 For S.C/S.T/OBC Candidate, the seat will be reserved as per provision of M.P. Government form time to time. Other norms laid down by State Council of Paramedical courses shall also followed
4. **Examination & Attendance:-**  
Examination & Attendance for Candidates of this Course will be as per Ordinance of this University there will be a final Examination for theory & practical
5. **Course:-**  
The course will include theory & Practical
  - 5.1 General Laboratory Techniques
  - 5.2 Clinical Pathology
  - 5.3 Microbiology and Serology
  - 5.4 Serology
  - 5.5 Clinical Biochemistry
  - 5.6 Blood Bank-
  - 5.7 Histopathology and Musseum
  - 5.8 Museum Techniques

### 5.9 Section A- Special Lectures: By senior staff of Faculty

- I. General Knowledge of Anatomy of Human Body I (Elementary)
- II. General Knowledge of Anatomy of Human Body II
- III. General Knowledge of Elementary Human Physiology I
- IV. General Knowledge of Elementary Human Physiology II.
- V. Knowledge of dispatch of Biological materials to out stations
- VI. Knowledge of dispatch of post mortem materials to out stations and to Chemical Examiners.
- VII. General Knowledge of serology and Immune Bodies and their reaction.
- VIII. Agglutination reaction and their applied laboratory importance to a technician .
- IX. Precipitation and flocculation reaction and their applied laboratory importance to a technician
- X. Complement fixation reaction and their applied importance in laboratory techniques
- XI. Duties of a laboratories assistant in general
- XII. Position of a laboratory technician in relation to the institute where he is working
- XIII. Relation and Duties and position of a technician to the institute.

The theory will consist of 70% & Practical 30% of total marks.

6. Fees as per statute 28

7. Medium of Instruction:-

Medium of Instruction will be in English

8. Award of Certificate:-

Candidates have to score 33% passing mark in theory & Practical separately to qualify for Certificate. Candidate securing 75% marks will be graded as excellent, 60 to 75% very good, 45% to 60 good and 33 to 45% below, 33% marks will be treated as failed in certificate course

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 41 of 2013****Paramedical course – X-ray Technician/Radiographers**

This Ordinance framed as per rules/ regulations/ guidelines laid down by Para Medical Council shall be applicable to candidates appearing for Paramedical course – X-ray Technician/Radiographers

1. **Duration of Course** - One year
2. **No. of Seats**  
No of seats shall be 50 subject to approval competent authority
3. **Admission**
  - 3.1 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics (also securing pass Marks in three subject Individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
  - 3.2 For S.C/S.T/OBC Candidate, the seat will be reserved as per provision of M.P. Government form time to time. Other norms laid down by State Council of Paramedical courses shall also followed
4. **Examination & Attendance:-**  
Examination & Attendance for Candidates of this Course will be as per Ordinance of this University there will be a final Examination for theory & practical
5. **Course:-**
  - (1) Physics
  - (2) Hospital practice and care of the patient
  - (3) Anatomy physiology and pathology (basic)
  - (4) Equipment of radio diagnostic radiography
  - (5) Radio graphic technique
  - (6) First Aid
  - (7) Radiation protection
  - (8) Photographic aspects of radiography
  - (9) X-ray materials
  - (10) Technical and processing faults
  - (11) Fluorescent screen photography



- (12) Equipment for miniature radiography
- (13) Protection
- (14) Contrast media
- (15) Cardiac angiography
- (16) Respiratory system
- (17) Lungs
- (18) Diaphragmatic excursion
- (19) Genito-urinary system
- (20) Cystography
- (21) Obstetrics and Gynecology
- (22) Elementary system

The theory will consist of 70% & Practical 30% of total marks.

6. Fees as per statute 28

7. Medium of Instruction:-

Medium of Instruction will be in English

8. Award of Certificate:-

Candidates have to score 33% passing mark in theory & Practical separately to qualify for Certificate. Candidate securing 75% marks will be graded as excellent, 60 to 75% very good, 45 to 60% good and 33 to 45% below, 33% marks will be treated as failed in certificate course

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Deans of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 42 of 2013****Two Year Diploma in Primary Education (DPE)**

This ordinance shall be applicable to candidates for two years Diploma in Primary Education (DPE), Following the norms, rules and guideline of NCTE.

**(1) Duration**

The duration of the programme shall be of two academic sessions / years. The commencement and completion of the programme shall be so regulated that two long spells of vacation (summer /winter /staggered) are available to the learners for guided / supervised instruction and face to face contact sessions.

**(2) Qualification**

Candidates seeking admission to this course must have passed.

- a. Matric (X) / Senior Secondary (Class XII) or equivalent examination passed.
- b. Two years teaching experience in a Government/ Government recognized private primary / elementary school.

**(3) Admission procedure**

Admission under this Course will be made as follows:

- (a) The University will issue admission notification in news papers, on the University's website, notice Board of the University and in order publicity media before the start of every cycle.
- (b) list of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University's website/or the student will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission the provisional admission granted to him will be cancelled.

(e) The application from may be rejected due to any of the following reasons:-

- The candidates does not fulfill the eligibility conditions
- The prescribed fees is not enclosed
- The application from is not signed by the candidate and his/her parent guardian, wherever required
- Supporting documents for admission are not enclosed.

(f) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.

(g) Admission rules as farmed by the University shall be applicable for all admission from time to time. Other norms laid down by State Council of Paramedical courses shall also followed

(4) Academic Year

There will be two academic cycles every years, one from July to June and second from January to December.

(5) Intake & Fees

The intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the Regulatory Commission.

(6) Course Structure

6.1 The Diploma in Primary Education (DPE) course shall consist of :

- (a) Such course (papers) as prescribed by the University
- (b) Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- (c) Such scheme of examination as presided, by the University from time to time.

6.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic Council of the University.

(7) Medium of Instruction and Examination

The medium of Instruction and examination shall be either Hindi or English

(8) Examination Scheme

As per Ordinance No. 5

(9) Promotion to Next Year & Failed Candidate

A candidate may provisionally continue his/her studies in second year after the examination of the first year in which he/she appeared is over.

If a candidate fails in not more than one paper in the first examination but clears all the remaining papers of that examination. He/she will be allowed to appear in the supplementary examination, which shall be conducted keep the term (ATKT) and promoted to the next year. Candidates shall be conducted within 45 days of the declaration of the result. After clear that paper the student is allowed to promote in the second year.

Provided further, that if a candidate fails in more than one paper in first year examination, he/she may be allowed to appear as an ex-student in the next examination of the same year.

A candidates will be awarded degree only in the year when he/she clear all the papers of both the year.

(10) Allocation of Division

As per Ordinance No. 5

(11) Merit List

As per Ordinance No. 5

(12) Maximum Duration of Completion of Course

A Candidates has to complete the entire course of Diploma in Primary Education (DPE) within a maximum period of four year from the session of first admission.

(13) Examination center

University examination centers will be notified by the University.

(14) General

In matters of admission, attendance, examination and in all other matters not provided in this Ordinance, the course shall be governed by the provision of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

(15) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 43 of 2013****Diploma and Certificate Course in Various Vocational Trades and Skills****(1) Preamble**

University shall impart Various Course in Vocational Traders & Skill Development for gainful employment generation to rural youth. The course will lead for the award of Diploma and Certificates. The candidates will be given quality technology knowledge and practical training in different courses. The Diploma and Certificate with sound knowledge shall develop a candidate as a profitable entrepreneur

**(2) Course & Faculty**

(a) This ordinance shall be applicable to the Diploma and Certificate courses in various Vocational trades and skills. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council list of courses are as per Ordinance No. 1.

**(3) Duration**

The Duration for the courses will vary from courses to course between 3 to 12 months

**(4) Intake & fees**

(a) The intake and fees for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.

(b) The basic unit of intake in a course will be 60 seats. Multiple of this unit can also be set up

(c) The fees will be charged as per statute 28

**(5) Qualification**

The Qualification of candidates for different course will be as per ordinance No.1

**(6) Admission Procedure**

Admission under these Courses will be made as follows:

(a) The University will issue admission notification in news papers, the University's website, notice Board of the University and publicity in media before the start of every cycle.

- (b) List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University website/or the student will be informed directly of their admission.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to present mark sheet of the qualifying examination within a month from the date of admission, failing which the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons:-
  - The candidates does not fulfill the eligibility conditions
  - The prescribed fees is not enclosed
  - The application form is not signed by the candidate/parent /guardian, wherever required
  - Supporting documents for admission are not enclosed.
- (f) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all necessary document /fees.
- (g) Admission rules as framed by the University shall be applicable for all admission from time to time.

#### (7) Course Structure

The diploma & certificate courses in various vocational trades and skills shall consist of:

- (a) Such course (paper) as prescribed by the University
- (b) Such job internship , lab work, practical, in-plant training, project etc. as may be prescribed by the University and
- (c) Such scheme of Examination as prescribed by the Board of Management of University from time to time.
- (d) The Course curriculum of each course shall be based on recommendation of the academic council of the University. The Academic council of the University on the Recommendation of the concerned Board of Studies may change number of paper and / or marking scheme of the course after the due approval of Vice Chancellor
- (e) If required in a programme, a student shall be requires to submit a project report based on the areas of his/ her specialization. The project report certified by the

concerned organization and the concerns coordinator / teacher shall be submitted in one copy to the registrar if the University for evaluation.

**(8) Medium of Instruction and Examination**

The medium of instruction and examination shall be either Hindi or English

**(9) Examination Scheme**

(a) Each Student shall have to appear in the examination of theory/ practical and continuous internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

- 30 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each.)

- Main examination will carry 70 percent marks.

- For passing the examination the candidate that be required to secure at least 36% marks in University examination separately in the term-end theory, practical and Internal Assessment in each on the prescribed paper and aggregate of 40% in the subject, practical are also to be cleared separately with 40% marks wherever applicable.

- There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%

(d) Each certificate program shall have one theory and one practical paper. The Diploma course may have than one theory / practical papers that are decided by the concerned Board of Studies for each course.

**(11) Allocation of Division**

The Division shall be awarded on the basis of Marks obtained in Internal Assessment and University examination (Theory and Practical Both) taken together.

60% or above	First Division
48% or above but less than 60%	Second Division
Above 40% but less than 48%	Third Division

(12) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Deans of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 44 of 2013****Diploma in Pharmacy (D.Pharma.)****As per ER 91 of Pharmacy Council of India**

**1. ELIGIBILITY FOR ADMISSION:** No Candidate shall be admitted to Diploma in Pharmacy unless he/she had passed examination of 10+2 in Science.

a) Pre-degree examination; any other qualification approved by the Pharmacy Council of India as equivalent to any of the above exam.

**2. DURATION OF THE COURSE:** The duration of the course shall be for two academic years, with each academic year spread over a period of not less than one hundred and eighty working days in addition to 500 hours practical training spread over a period of not less than 3 months.

**3. Admission of candidates** The Diploma in Pharmacy Part - I shall be made in order of merit or by 'Pre-Pharmacy Test' conducted in accordance with the scheme of Examinations and syllabus laid-down by the University.

**4. Fees as per Statute No 26**

**5. Course of Study:**

The course study shall be as per decision of Board of Management on the recommendation of Board of studies as per norms of Pharmacy Council of India

**6. PRACTICAL TRAINING**

After having appeared in Part-II examination of Diploma in Pharmacy conducted by Board/University or other approved examination Body or any other course accepted as being equivalent by the Pharmacy Council of India, a candidate shall be eligible to undergo practical training in one or more of the following institutions namely:

Hospitals/Dispensaries run by Central/State Government/Municipal corporations/ central Government Health scheme and Employees state Insurance scheme. A pharmacy, chemist and Druggist licensed under the Drugs and cosmetics Rules of State/ Govt. of India

**7. Mode of examinations:**

(a) Each theory and practical examination in the subject mentioned shall be of three hours duration. A candidate who fails in theory or practical examination shall reappear in such theory or practical paper(s) as the case may be. Practical examination shall also consist of viva voce (oral) examination.

(b) Award of sessional marks and maintenance of records;



A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Diploma in Pharmacy Part-I and Diploma in pharmacy Part-II courses, shall be maintained for each student in the institution and 20 marks for each theory and 20 marks for each practical subject shall be allotted as sessional.

There shall be at least three periodic sessional examinations during each academic year. The highest aggregate of any two performances shall form the basis of calculating sessional marks.

The sessional marks in practicals shall be allotted on the following basis:

Actual performance in the sessional examination. 10

Day to day assessment in the practical class work. 10

- (c) Minimum marks for passing the examination: A student shall not be declared to have passed Diploma in Pharmacy examination unless he/she secures atleast 40% marks in each of the subject separately in theory examination, including sessional marks and atleast 40% marks in each of the practical examination including sessional marks. The candidates securing 60% marks or above in aggregate in all subjects in a single attempt at the Diploma in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations shall be declared to have passed in first class the Diploma in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations, as the case may be. Candidates securing 75% marks or above in any subject or subjects provided he/she passes in all the subjects in single attempt, will be given distinction in that subjects(s).
- (d) Eligibility for Promotion to Diploma in Pharmacy (Pt. II): All candidates who have appeared for all the subjects and passed the Diploma in pharmacy part-I class. However failure in more than two subjects (each Theory paper or practical examination shall be considered as a subject) shall debar him/her from promotion to the Diploma in Pharmacy Part-II class. Such candidates shall be examined in the failing subjects only at subsequent. A candidate who fails to pass D Pharm Part - I exam. in four attempts shall not allowed to continue the course.
- (e) Improvement of sessional marks: Candidates who wish to improve sessional marks can do so by appearing in two additional sessional examinations during the next academic year. The average score of the two examinations shall be the basis for improved sessional marks in theory. The sessional of practicals shall be improved by appearing in additional practical examinations. Marks awarded to a candidate for day to day assessment in the practical class, can not be improved unless he/she attends regular course of study again.

- (f) Certificate of passing examination for Diploma in Pharmacy (part-II): Certificate of having passes the examination for the Diploma in pharmacy Part-II shall be granted by the Examining Authority to a successful student.
- (g) Certificate of Diploma in Pharmacy: A certificate of Diploma in pharmacy shall be granted by the Examining Authority to successful candidate on producing certificate of having passed the Diploma in Pharmacy part-I and Part-II and satisfactory completion of practical training for Diploma in pharmacy (part-III).
- (h) The chairman and at least one expert member of examining committee of the Examining Authority Concerned with appointment of examiners and conduct of pharmacy examination should be persons possessing pharmacy Qualifications.

**8. Regarding Examination attendance, merit list etc.**

As per Ordinance No. 5 of the University for this purpose

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 45 of 2013****M.B.B.S. EXAMINATION**

That Ordinance 45 will be applicable from the admission after Permission is granted by MCI and State Government.

The students will be permitted not more than four chances (actual examinations provided four chances are completed with three years from the date of enrolment). The Ordinance 45 shall be governed by the rules, regulation and recommendation made by MCI, Govt. of India and/ or Govt. of Madhya Pradesh or as amended from time to time.

**1. Admission to the Medical Course - Eligibility Criteria**

No Candidate shall be allowed to be admitted to the Medical Curriculum of first Bachelor of Medicine and Bachelor of Surgery (MBBS) Course until:

- (1) He/ She has completed the age of 17 Years on or before thirty first day of July of the year commencing the prescribed academic session of the said course.
- (2) He/ She has passed qualifying examination that is Higher Secondary Examination or any other exam which is equivalent to 10+2 Higher Secondary Examination, from recognized board, the last two years of study comprising of Physics, Chemistry, Biology and Mathematics or any other elective subject with English. The minimum pass percentage for general category candidate should be 50%, in respect of candidates belonging to schedule Caste/Schedule Tribes and other Backward Classes (OBC), the minimum marks obtained should be 40%.
- (3) The Reservation to SC/ST/OBC/PH candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

The selection of students to medical college shall be based solely on merit of the candidate and for determination of merit; a common or separate competitive entrance examination will be conducted as per directives of statutory body such as MCI and direction & policies of Government of M.P. Medical Education.

The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

**3. Migration**

- (1) Migration from one Medical college to other is not a right of a student. However, migration of students from one medical college to another medical college in India may

be considered by the Medical Council of India, only in exceptional cases on extreme compassionate ground, provided following criteria are fulfilled. Routine migration on other grounds shall be allowed.

- (2) Both the colleges, i.e. one at which the student is studying at present and one to which migration is sought, are recognized by the Medical Council of India.
- (3) The applicant candidate should have passed first professional MBBS examination.
- (4) The applicant candidate submit his application for migration complete in all respects, to all authorities concerned within a period of One month of passing (declaration of results) the first professional at Bachelor of Medicine and Bachelor of Surgery (MBBS) examinations.
- (5) The applicant candidate must submit an affidavit stating that he/ she will pursue 18 month of prescribed study before appearing at II professional Bachelor of Medicine and Bachelor of Surgery (MBBS) examination at the transferee medical college, which should be duly certified by the Registrar of the concerned University in which he/ she is seeking transfer. The transfer will be applicable only after receipt of the affidavit.
- (6) Migration shall be permitted as per Direction and Policies of State Government of MP.

**Note -1**

- (i) Migration during clinical course of study shall not be allowed on any ground.
- (ii) Council reserves the right not to entertain any application, which is not under the prescribed compassionate grounds and also to take independent decisions where applicant has been allowed to migrate without referring the same to the Council.

**Note - 2 : Compassionate grounds criteria**

- (i) Death of a supporting guardian
- (ii) Illness of the candidate causing disability
- (iii) Disturbed conditions as declared by Government in the Medical college area.

**4. Training Period and Time Distribution**

- (1) Every student shall undergo a period of certified study extending over 4½ academic years divided into 9 Semesters. (i.e. of 6 months each) from the date of commencement of his study for the subjects comprising the medical curriculum to the date of completion of examination and followed by one year compulsory rotating internship. Each semester will consist of approximately 120 teaching days of 8 hrs. of College working time, including one hour of lunch.

- (2) (a) Phase-1 (two semesters) consisting of pre-clinical subjects (Human Anatomy, Physiology including Bio-Physics, Bio-Chemistry and introduction to Community

Medicine including Humanities). Besides 60 hours for introduction to Community Medicine including between Anatomy and Physiology plus Biochemistry combined (Physiology 2/3 and Biochemistry 1/3)

- (b) Phase-II (3 semesters) - consisting of Para-clinical/ clinical subjects. During this phase teaching of Para-clinical and clinical subjects shall be done concurrently. The Para-clinical subjects shall consist of Pathology, Pharmacology, Microbiology, Forensic Medicine including Toxicology and part of Community Medicine. The clinical subjects shall consist of all those detailed below in phase III. Out of the time for Para clinical teaching approximately equal time be allotted to Pathology, Pharmacology, Microbiology and Forensic Medicine and Community Medicine combined (1/3 Forensic Medicine and 2/3 Community Medicine), either type below or annexed.

- (c) Phase-III (Continuation of study of clinical subjects for seven semesters after passing phase-I). The clinical Subjects to be taught during Phase II and III are Medicine and its allied specialties, Surgery and its allied specializations, Obstetrics and Gynaecology and Community Medicine.

Besides clinical posting as per schedule mentioned herewith, rest of the teaching hours be divided for didactic lectures, demonstrations, seminars, group discussions, etc. in various subjects. The time distribution shall be as per either type below or annexed or delete.

- (i) The Medicine and its allied specialties training will include General Medicine, Paediatrics, Tuberculosis and Chest, skin and sexually Transmitted Diseases, Psychiatry, Radio diagnosis, Infectious diseases etc.
  - (ii) The Surgery and its allied specialties training will include General Surgery, Orthopaedic Surgery including Physiotherapy and Rehabilitation, Ophthalmology, Otorhinolaryngology, Anaesthesia, Dentistry, Radio-therapy etc.
  - (iii) The obstetrics & Gynaecology training will include family medicine, family welfare planning etc.
- (3) The first 2 semester (approximately 240 teaching days) shall be occupied in the phase I (Pre-clinical) subjects and introduction to a broader understanding of the perspectives of the medical education leading to delivery of healthcare. No student shall be permitted to join the phase II (Pre-clinical/ Clinical) group of subject until he has passed in all the phase I Pre-clinical subjects for which he

will be permitted not more than four chances (actual examination), provided four chances are completed in three years from the date of enrolment.

- (4) After passing pre-clinical subjects: 1½ years (3 semesters) shall be devoted to Para-clinical subjects. Phase II will be devoted to Para-clinical and clinical subjects, along with clinical posting. During clinical phase (Phase III) pre-clinical and Para-clinical teaching will be integrated into the teaching of clinical subjects where relevant
- (5) Didactic lectures should not exceed one third of the time schedule, two third schedule should include practical's, clinical or/ and group discussions. Learning process should include living experiences problem oriented approach, case studies and community health care activities.
- (6) Supplementary Examination may be conducted within 6 months so that the students who pass can join the main batch and the failed students will have to appear in the subsequent year.
- (7) Phase Distribution and Timing of Examinations –

6 months	6 months	6 months	
1	2		1 <sup>st</sup> professional examination (during second semester)
3	4	5	2 <sup>nd</sup> professional examination (during fifth semester)
6	7		3 <sup>rd</sup> professional part I (during 7th semester)
8	9		3 <sup>rd</sup> professional part-II (Final professional) during 9th semester

**Note :**

- (a) Passing in 1st professional is compulsory before proceeding to phase II training.
- (b) A student who fails in the II professional examination shall not be allowed to appear in III professional Part I examination unless he passes all subjects of II professional examination.
- (c) Passing in III professional (Part-I) examination is not compulsory before entering for 8th and 9th semester training, however passing of III professional (Part-I) is compulsory for being eligible for III professional (Part-II) Examination.

During third to ninth semesters, clinical postings of three hours duration daily as specified in the Annexure is suggested for various department, after Introductory Course in Clinical Methods in Medicine and Surgery of two weeks such for the whole class.

## 5. EXAMINATION REGULATIONS

Essential qualifying criterion to appear in professional examinations.

The performance in essential components of training are to be assessed, based on:

### (1) ATTENDANCE

75% of attendance in a subject for appearing in the examination is compulsory provided he/ she has 80% attendance in non-lecture teaching, i.e. seminars, group discussions, tutorials, demonstrations practical, Hospital (Tertiary, Secondary, Primary) postings and bed side clinics etc.

### (2) INTERNAL ASSESSMENT

(i) It shall be based on day to day assessment evaluation of student assignment, preparation for seminar, clinical case presentation etc.

(ii) Regular periodical examinations shall be conducted throughout the course.

The question of number of examination is left to the institution.

(iii) Day to day records should be given importance during internal assessment.

(iv) Weightage for the internal assessment shall be 20% of the total marks in each subject.

(v) Student must secure at least 35% of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in final university examination of that subject.

### *Note:*

Internal assessment shall relate to different ways in which student's participation in learning process during semester is evaluated.

Some examples are as follow:

(i) Preparation of subject for students Seminar

(ii) Preparation of a clinical case for discussion

(iii) Clinical case study/ problem solving exercise

(iv) Participation in Project for health care in the community (Planning stage to evaluation)

(v) Proficiency in carrying out a practical or a skill in small research project.

(vi) Multiple choice question (MCQ) test after completion of a system/ teaching.

Each item tested shall be objectively assessed and recorded some of the items can be assigned as Home work/ Vacation work.

### (3) UNIVERSITY EXAMINATION

Theory papers will be prepared by the examiners as prescribed. Nature of questions will be short answer type/ objective type and marks for each part indicated separately. Practical Clinical will be conducted in the laboratories or hospital wards. Objective will be to assess proficiency in skills, conduct of experiment, interpretation of data and logical conclusion clinical cases should preferably include common diseases not esoteric syndromes or rare disorders. Emphasis should be on candidate's capability in eliciting physical signs and their interpretation.

Viva/ oral include evaluation of management approach and handling of emergencies. Candidate's skill in interpretation of common investigative data, X-rays, identification of specimens ECG etc. also is to be evaluated.

The examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary for knowledge minimum skills along with clear concepts of the fundamentals which are necessary for him to carry out his professional day to day work competently. Evaluation will be carried out on an objectives basis. Question paper should preferable be of short structure/ objective type.

Clinical cases/ practicals shall take into account common diseases which the students is likely to come in contact in practice. Rare cases/ obscure syndromes, long cases of neurology shall not be put for final examination. During evaluation (both internal and External) it shall be ascertained if the candidate has acquired the skills.

There shall be one main examination in a year and a supplementary to be held not later than 6 months after the publication of its results. University Examinations shall be held as under:

**First Professional** - In the second semester of Phase-I training, in the subjects of Anatomy, Physiology and Bio-Chemistry.

**Second Professional** - In the fifth semester of Phase-II training, in the subjects of Pathology, Microbiology, Pharmacology and Forensic Medicine.

**Third Professional - Part I Final Professional** in the Seventh semester of Phase III in the subjects of ophthalmology, otorhinolaryngology and Community Medicine.

**Third Professional (Part II Final Professional)** - The end of Phase III training in the subject of Medicine, Surgery, Obstetrics & Gynaecology and Paediatrics.

(i) A candidate in order to pass in each subject must obtain 50% in aggregate with minimum 50% marks in theory including orals, and minimum of 50% in practical's clinical.



(ii) Students must secure at least 35% marks of total marks fixed for internal assessment in particular subject in order to be eligible to appear in final University Examinations.

**Remark:** Above condition shall be common for all the students.

(iii) A candidate securing 75% or more marks in a subject shall be deemed to have obtained distinction, 70% or more but less than 75% marks in a subject, shall be deemed to have obtained Certificate of Merit in that subject, provided he passes all subjects in the examination without any failure and in the minimum prescribed period.

(iv) A candidate who has passed in any subject of a professional examination need not appear in that subject again in any subsequent examination.

**Note:**

Results of all university examinations shall be declared before the start of teaching for next semester:

#### **APPOINTMENT OF EXAMINERS:**

- (1) No person shall be appointed as an examiner in any of the subjects of the Professional examination leading to and including the final Professional examinations for the award of the MBBS degree unless he has taken at least five years previously, a doctorate degree of a recognized university or an equivalent qualification in the particular subject as per recommendation of the Council on teacher's eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized university at a faculty position.
- (2) There shall be at least four examiners for 100 students, out of whom not less than 50% must be external examiners of the four examiners, the senior most internal examiner will act as the Chairman and co-ordinator of the whole examination programme so that uniformity in the matter of assessment of candidates is maintained.(where candidates appearing are more than 100, one additional examiner, for every additional 50 or part thereof candidates appearing be appointed)
- (3) Non-medical scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate qualifications and five year experience of teaching of the medical students after obtaining their postgraduate qualifications. Provided further, that the 50% of the examiners (internal & external) are from the medical qualification stream.
- (4) External examiners shall not be from the same University and preferably be from outside the state.

- (5) The internal examiner in a subject shall not accept external examiner ship for a college from which external examiner is appointed in his subject.
- (6) A University having more than one college shall have separate set of examiners for each college, with internal examiners/from the concerned college.
- (7) External examiners shall rotate at an interval of 2 years.
- (8) There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.
- (9) Except Head of the department of subject concerned in a college/ institution, all others with the rank of Reader or equivalent and above with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects, provided that where there are no posts of Readers, than an Assistant Professor of 5 years standing as Assistant Professor may be considered for appointment as examiner.

## INTERNSHIP

### (1) GENERAL

Internship is a phase of training wherein a graduate is expected to conduct actual practice of medical and health care and acquire skills under supervision so that he/ she may become capable of functioning independently.

### (2) SPECIFIC OBJECTIVES

At the end of the internship training, the students shall be able to

- (i) Diagnose clinically common disease conditions encountered in practice and make timely decision for referral to higher level.
- (ii) Use discreetly the essential drugs, infusions, blood or its substitutes and laboratory services.
- (iii) Manage all type of emergencies-medical, surgical, obstetric, neonatal and paediatric by rendering first level care.
- (iv) Demonstrates skills in monitoring of the National Health Programmes and schemes oriented to provide preventive and primitive health care services to the community.
- (v) Develop leadership qualities to function effectively as a leader of the health team organized to deliver the health and family welfare service in existing socioeconomic, political and cultural Environment.
- (vi) Render services to chronically sick and disabled (both Physical and mental) and to communicate effectively with patient and the community.

- (3) Time allocation to each discipline is approximate and shall be guided more specifically by the actual experience obtained. Thus a student serving in a district or taluka hospital emergency room may well accumulate skills in surgery, orthopaedics, medicine, Obstetrics and Gynaecology and Paediatrics during even a single night on duty. Responsible authorities from the medical college shall adjust the intern experience to maximize intern's opportunities to practice skills in patient care in rough approximation of the time allocation suggested.

#### (4) INTERNSHIP - THE DISTRIBUTION

Compulsory	12 months
Community Medicine	3 months
Medicine	2 months
Surgery including Orthopaedics	2 months
Obs./Gyne. including Family	2 months
Welfare Planning Paediatrics	15 days
Ophthalmology	15 days
Otorhinolaryngology	15 days
Casualty	15 days
Elective Postings	1 month

Elective subjects - Elective posting will include two of the following for 15 days in each subject.

- (i) Dermatology and Sexually Transmitted Diseases
- (ii) Psychiatry
- (iii) Tuberculosis and Respiratory Diseases
- (iv) Anaesthesia
- (v) Radio-diagnosis
- (vi) Physical Medicine and Rehabilitation
- (vii) Forensic Medicine and Toxicology
- (viii) Blood Bank of Transfusion Department

#### (5) OTHER DETAILS

- (i) All parts of the internship shall be done as far as possible in institution of India.. In case of any difficulties, the matter may be referred to the Medical Council of India to be considered on individual merit.
- (ii) Every candidate will be required after passing the final MBBS Examination to undergo compulsory rotation internship to the satisfaction of the College authorities and

University concerned for a period of 12 months so as to be eligible for the award of the degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) and full registration.

- (iii) The University shall issue a provisional MBBS Pass Certificate on passing the final examination.
- (iv) The state Medical Council will grant provisional registration to the candidate on production of the provisional MBBS pass certificate. The provisional registration will be for a period of one year. In the event of shortage or unsatisfactory work, the period of provisional registration and the compulsory rotating internship may be suitably extended by the appropriate authorities.
- (v) The intern shall be entrusted with clinical responsibilities under direct supervision of senior medical officer. They shall not be working independently.
- (vi) Interns will not issue a medical certificate or a death certificate or a medico legal document under their signature.
- (vii) In recognition of the importance of hands - an experience, full responsibility for patient care and skill acquisition, internship should be increasingly scheduled to utilize clinical facilities available in District Hospital, Taluka Hospital, Community Health Centre and Primary Health Centre, in addition to Teaching Hospital. A critical element of internship will be the acquisition of specific experiences and skills as listed in major areas.

Provided that where an intern is posted to District/ Sub division at Hospital for training there shall be a committee consisting of representatives of the college/ University, the State Government and the District administration, who shall regulate the training of such trainee.

Provided further that for such trainee a certificate of satisfactory completion of training shall be obtained from the relevant administrative authorities which shall be countersigned by the Principal/ Dean of college.

- (viii) Adjustment to enable a candidate to obtain training in elective clinical subjects may be made.
- (ix) Each medical college shall establish links with one entire district extending outreach activities. Similarly, Re-orientation and Medical Education (ROME) scheme may be suitably modified to assure teaching activities at each level of District health system which will be coordinated by Dean of the medical college.
- (x) Out of one year, 6 months shall be devoted to learning tertiary care being rendered in teaching hospital/ district hospital suitably staffed with well qualified staff, 3 months of secondary care in a small District or Taluka Hospital/ Community Health Centre and 3

months in Primary Health care out of which 2 months should be in Primary Health Centre with full attention to the implementation of National Health programme at the community level.

One month of Primary care training may be in the form of preceptor ship with a practicing family physician or voluntary agency or other primary health care provider.

- (xi) One year's approved service in the Armed Forces Medical services, after passing the final MBBS examination shall be considered as equivalent to the pre-registration training detailed above, such training shall as far as possible, be at the Base/ general Hospital.

#### (6) ASSESSMENT OF INTERNSHIP

(i) The Intern shall maintain a "record of work" which is to be verified and certified by the medical officer under whom he works. Apart from scrutiny of the record of work, assessment and evaluation of training shall be undertaken by an objective approach using situation tests in knowledge, skills and attitude during and at the end of training based on the record of work and date of evaluation. The Dean/ Principal shall issue certificate of satisfactory completion of training, following which the University shall award the MBBS degree or declare him eligible for it.

(ii) Satisfactory completion shall be determined on the basis of the following:

1. Proficiency of knowledge required for each case Score 0-5
  2. The competency in skills expected to manage each case:
    - a. competency for performance of self-performance.
    - b. of having assisted in procedures.
    - c. of having observed. Score 0-5
  3. Responsibility, punctuality, work up of case, involvement in treatment, follow-up reports. Score 0-5
  4. Capacity to work in a team (Behavior with colleagues, nursing staff and relationship with paramedical) Score 0-5
  5. Initiative, participation in discussions, research aptitude Score 0-5
- (Poor/ fair/ below average /average / above average/ excellent. 0/ 1/ 2/ 3/ /4 /5)
- A score of less than 3 in any of above items will represent unsatisfactory completion of internship.

- 3.0 Full registration shall only be given by the State Medical Council/ Medical of India on the award of the MBBS degree by the university or its declaration that the candidate is eligible for it.

- (7) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No. 46 of 2013****Ordinance for Five Years Dual Degree Programme in Applied Management.**

**(For the Candidates admitted in 1st year in University under Credit Based Grading System)**

1.0 The Five years (Ten Semesters Dual Degree Programme) shall be in Applied Management. This course is designated as Master of Applied Management MAM.

1.1 The studies and examinations of these Dual Degree programmes (DDP) shall be on the basis of Marks- Cum - credit system but semester wise and final evaluation shall be by grading system.

1.2 Master of Applied Management, shall be awarded on completion of following:

- credits in 1st to 8th semester and 06 months internship in the 9th semester & 06 months dissertation work (DW)/Project in 10<sup>th</sup> semester.

**2.0 ADMISSIONS**

2.1 Minimum qualification for admission to the first year of Dual Degree programme shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme of the M.P. Board of Secondary Education or equivalent securing at least 50% of aggregate marks (also securing pass marks/grade in all subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

2.2 The admissions to MAM Dual Degree Programme shall be governed by the rules of the technical education and training department government of Madhya Pradesh Bhopal and/ or any other competent authority of the state government of Madhya Pradesh.

2.3 The Reservation to SC/ST/OBC/PH candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

2.4 Transfer of candidates form other programme/courses/places shall not be permitted in the programme.

2.5 A candidate who has discontinued the course during any semester of first three years duration shall not be permitted to take re-admission to the course.

### 3.0 Examinations

3.1 The subjects to be studied in different semesters of Dual Degree programme shall be as per the schemes and syllabi, approved by the respective Board of Studies.

3.2 There shall be one University examination at the end of each semester. These examinations will be designated as follows:

- |                        |                   |                    |
|------------------------|-------------------|--------------------|
| a) During first year:  | DDP I semester,   | DDP II semester.   |
| b) During second year: | DDP III semester, | DDP IV semester.   |
| c) During third year:  | DDP V semester,   | DDP VI semester.   |
| d) During fourth year: | DDP VII semester, | DDP VIII semester. |
| e) During fifth year:  | DDP IX semester,  | DDP X semester.    |

3.3 There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subjects. Supplementary examination will not be conducted separately.

3.4 (a) Each candidates of this Dual Degree programme shall have to undertake a dissertation work (DW)/Project/Case Study. The topic of the dissertation work (DW)/Project/Case Study shall be allotted at the end of the ninth semester examination. Candidate has to pursue DW/Project/Case Study only after the completion of internship. The topic shall be chosen from current innovative fields of importance. The allotment procedure shall be decided by the MAM department of the Institute.

(b) The topic of DW/Project/Case Study once decided shall not be changed.

(c) There will be 06 months internship in 9th Semester.

### 4.0 PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the DDP programme will be promoted to the higher class in accordance with the following rules:

4.1 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and grade required is C.

4.2 To pass a particular subject of the programme the minimum required grade is D. however, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from outside the institute shall always be there.

4.3 A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.



- 4.4 The result of final semester shall be declared only if the candidates have fully cleared all the previous semesters.
- 4.5 If a candidate has passed all the subjects of the Programme in 10<sup>th</sup> semester. But has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.1 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory papers chosen from subjects of any of the semesters in the ensuing examination.
- 4.6 Other than the provision of rule 4.5 above a candidate shall not be permitted to reappear, in the papers which he/she has cleared, for improvement of division/marks or for any other purpose.

#### 5.0 AWARD OF CREDITS AND GRADES

- 5.1 Each Programme, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council / Academic Council and the Executive Council. Only approved programmes can be offered during any semester.
- 5.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, internship, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council / Academic Council and Executive Council of the University.
- 5.3 The distribution of weightage /marks for each component shall be decided by the respective of Board of Study and approved by standing committee of Academic Council and Executive Council of the University subject to such stipulation as given under:

##### (a) Theory Block

i.	Quizzes, assignments and regularity	10%
ii.	Mid – semester test	20%
iii.	End – semester examination	70%
	Total	100%

##### (b) Practical Block

- i. Lab work and performance, Internship, quiz, assignments and regularity - 40%
- ii. End – semester examination- 60%
- Total 100%

- 5.4 Practical training/Internship and project work shall be treated as practical subjects.

assignments, quizzes, laboratory work, internship, class work, mid semester test and regularity.

The grades to be used and their numerical equivalents are as under:

#### Credit Based Grading System

Grade	%Marks range (Based on absolute Marks system)	Grade Point	Description of performance
A+	> 90-100	10	Outstanding
A	> 80-90	9	Excellent
B+	> 70-80	8	Very Good
B	> 60-70	7	Good
C+	> 50-60	6	Average
C	> 40-50	5	Satisfactory
F	below 40	0	Fail.
I		0	Incomplete.
W		0	Withdrawal

5.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point. Average (CGPA) shall be calculated as under:-

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where  $c_i$  is the number of credits offered in the  $i^{th}$  subject of a semester for which SGPA is to be calculated,  $p_i$  is the corresponding grade point earned in the  $i^{th}$  subject, where  $i = 1, 2, \dots, n$ , are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

here  $NC_j$  is the number of total credits offered in the  $j^{th}$  semester,  $SG_j$  is the SGPA earned in the  $j^{th}$  semester, where  $j = 1, 2, \dots, m$ , are the number of semesters in that course.

- 5.8 A candidate on successfully completion of the first Six semesters with minimum CGPA of 5.0, shall be eligible for the award of a Bachelor Degree of Business Administration (BBA) Or A candidate on successfully completion of the first Eight semesters with minimum CGPA of 5.0, shall be eligible for the award of a Bachelor Degree of Business Administration (BBA) with honours.
- 5.9 A candidate who possesses a Bachelor Degree of Business Administration (BBA) of the university shall be eligible for admission to the seventh semester or A candidate who possesses a Bachelor Degree of Business Administration (BBA) Honours of the university shall be eligible for admission to the Ninth semester for the purpose of completing the course, leading to the Master's Degree in Applied Management within maximum duration of this course as per Para 8.4 of this Ordinance, provided that immediately after the declaration of the results of the final semester examinations and before conferment of the Degree of Master of Applied Management the candidate shall surrender to the university the Bachelor

Degree of Business Administration (BBA) / Degree of Business Administration (BBA) Honours.

#### 6.0 CONDONATION OF DEFICIENCY

- 6.1 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice- Chancellor in the Dual Degree programme examination.

#### 7.0 AWARD OF DIVISION

- 7.1 Division shall be awarded only after the tenth and final semester examination based on integrated performance of the candidate for all the five years as per following details  
The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

Percentage marks scored = CGPA Obtained x 10

#### 8.0 DURATION OF PROGRAMME

- 8.1 There shall be at least fourteen weeks of teaching in every semester.

- 8.2 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 8.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 8.4 The maximum duration of the programme shall be eight years. However, for one mercy attempt Ordinance for "Examination General" shall be applicable.

#### 9.0 MERIT LIST

- 9.1 Final merit list of first three (3) candidates in the order of merit shall be declared by the University only after the main examination of the final semester for DDP programme, on the basis of the integrated performance of all the semesters. The merit list shall include the first three candidates securing at least first division and passing all semesters in single attempts.

##### CGPA Score Divisions

7.5 ≤ CGPA	First Division with Honors
6.5 ≤ CGPA < 7.5	First Division
5.0 ≤ CGPA < 6.5	Second Division

#### 10.0 ATTENDANCE

- 10.1 Candidates appearing as regular students for any semester examination are required to attend 75 per cent of the lectures delivered and the practical classes held separately in each subject of the programme of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the Head of the department of and Vice-Chancellor of the

University, respectively for satisfactory reasons.

#### 11.0 MEDIUM OF INSTRUCTION

- 11.1 The medium of instruction and examination shall be English throughout the programme of study.
- 12.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No. 47 of 2013****Bachelor of Hotel Management and Catering Technology (BHMCT)****1. Eligibility for Admission:**

10+2 or equivalent qualification, passed with at least 50% marks; relaxation for SC/ST/OBC candidates as per policy of Government of MP

**2. Intake: 60 seats****3. Reservation:**

Reservation shall be applicable as per State Government/University norms.

**4. Duration of the Course:**

3.a. Duration of the Course leading to the Degree of Bachelor of Hotel Management and Catering Technology (BHMCT) shall be four academic years, spread-over eight semesters i.e., two semesters in each academic year: July to December & January to June, respectively.

3.b. Maximum duration to complete the course shall be 8 years.

**5. Admission**

5.a. Admissions to BHMCT Course shall be based on the merit of the Entrance Test/ marks in qualifying exams .

**5.b. Counselling**

List of candidates shall be displayed in the official website of the University, along with time, date and place of counselling. The candidates, short listed for counselling, shall also be informed to this effect through counselling letters.

5.c. In any eventuality, if entrance test is not conducted for some reasons, the admissions shall be made on the basis of the performance of the candidates in their qualifying examination (i.e., marks obtained in 10+2 or equivalent)

**6. Course Fee**

6.a The course fee subject to approval of the Regulatory Commission, is to be remitted annually, shall be prescribed by the University from time to time. Information to this effect will be specifically incorporated in the Admission Bulletin/Brochure of the concerned Academic Year. The course fee shall have to be remitted by the students in the beginning of every academic year on duly notified dates. Candidates failing to deposit the fee in time shall be liable for penalty, as prescribed by the University.

6.b The fee structure laid down in the Admission Bulletin of the specific year will remain applicable all through the course duration of the candidates who have taken admission in the concerned academic year.

## 7. Teaching

In each but Eighth Semester, there shall be actual teaching for a minimum of 90 days, excluding admission, preparatory and examination period. The Eighth Semester shall be devoted to Industrial Training and final preparation of Dissertation and Training Report.

## 8. Medium of Instruction:

Medium of Instruction in BHMCT course shall be 'English'. The condition of English medium has been laid-down in view of the industry 'requirement vis-à-vis better entrepreneurial/ employment opportunities for the incumbent students.

## 9. Attendance

9.a Minimum attendance required for becoming eligible to appear in semester examinations for each theory and practical paper shall be 75%.

9.b In case a student is short of attendance due to illness; or participation in university /state/national level sports/extra- curricular activities etc., the following conditions shall apply.

(i) Shortage of up to 10% attendance may be condoned by the Head of the Department, on the specific recommendation of the Staff Council.

(ii) Shortage of up to a maximum of 25% may be condoned by the Vice Chancellor on the specific recommendations of the Head of the Department.

9.c Name of such student, who remains absent for consecutive 30 days without prior permission/ citing valid reasons, shall be struck off the attendance register and his/her admission shall stand cancelled. Readmission shall be done only after remitting the prescribed fee. However, the Department may not entertain candidate's request for re-admission if he/she fails to justify the reason for his/her absence, as also on valid disciplinary ground(s).

## 10. Examination

10.a Sessional Examination/Internal Assessment: In every semester, 30 marks shall be assigned for internal assessment/ sessional examination, in each theory and practical subject/paper. The subject teacher shall conduct two sessional examinations of 15 marks each, on a date notified at least one week in advance. Students failing to appear in the sessional or obtaining less than 40% marks in the internal assessment of any paper shall not be eligible to appear in concerned semester examination. The

department shall have to preserve the records of internal assessment at least for six months from the date of the commencement of the concerned semester examination.

- 10.b Semester Examinations (Written/Theory Examination): Examination of odd and even semesters shall normally be conducted during the month of December and May, in that order. The question paper will be set by examiners appointed by the Vice-Chancellor on the recommendation of the Board of Studies. The pattern of the question paper will be prescribed and duly notified by the University from time to time. The weightage of each theory paper will be 70 marks.

- 10.c Practical Examinations:

Practical examinations may be normally convened before theory examinations. However, in unavoidable circumstances, practical examinations can also be held after theory papers.

- 10.d Preliminary Industrial Training (Ten Weeks): The Student shall have to undergo a ten weeks' preliminary industrial training in a leading hotel/resort property, duly approved by the institute. Though the institute may help the incumbent students in arranging their training in suitable institutions, the sole responsibility, in this context, will rest on the students.

They will have to submit a comprehensive training report on the format prescribed by the Department, at least one month before commencement of the fifth semester examinations. Alongside the training report, candidates shall also have to submit Logbook incorporating details of day-today

11. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

## CONDUCT AND EVALUATION OF EXAMINATIONS FOR THE PROGRAMME LEADING TO B.H.M.S. (BACHELOR OF HOMOEOPATHIC MEDICINE AND SURGERY)

### 1 DEFINITIONS:

- a. Academic programme / programmes: shall mean a programme / courses leading to award of B.H.M.S. (Bachelor of Homoeopathic Medicine and Surgery) degree. As per the guideline, rules and policies of regulatory council and the government of Madhya Pradesh.
- b. Board of Studies (BOS) shall mean the Board of Studies of the School concerned of the University.
- c. Course means a component of Academic Programme, carrying a distinctive code number.
- d. External examiner shall mean an examiner who is not in the employment of the University or its affiliated institutions.
- e. Student shall mean a person admitted to the University and its affiliated institutions for the academic programme to which this Ordinance is applicable.
- f. University shall mean Sri Satya Sai University of Technology & Medical Sciences.
2. The University shall hold examinations for the academic programme, as is approved by the Academic Council and for awarding B.H.M.S. degree, as per the prescribed Schemes of Teaching and Examinations and Syllabi as approved by the Academic Council.
3. Admissions of the students shall be made by the institution/college, under the overall supervision of the University, as per the guidelines decided by the Academic Programme Committee, in accordance with the Govt. policy, and for the programmes/intake for which the University has granted affiliation. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

Examinations shall be open to regular students so admitted, who have undergone a course of study in the institution/ college, for a period specified for that programme of study in the Scheme of Teaching & Examination and Syllabi.

Provided further, that a student may be debarred from appearing in the examination of one or more courses as provided in Clause 7 of this Ordinance.




#### 4. ACADEMIC PROGRAMME COMMITTEE

- a. There shall be an Academic Programme Committee in the concerned school of study of the University and programme-wise Academic Programme Committee(s) in affiliated institutions.
- b. (i) In the case of school of study of the University, all the teachers of the school not exceeding twenty five shall constitute the Academic Programme Committee of which the Dean of the school shall act as its Chairman. This Committee shall coordinate the implementation of the courses for optimum utilisation of resources.  
(ii) In the case of affiliated institutions, full time university recognised teachers not exceeding twenty five involved in the teaching of the course in an institution/ college shall constitute the Academic Programme Committee for that programme.  
This Committee shall be headed by the Director/Principal of that institution / college, or another member of the Committee so nominated by him. This Committee shall coordinate the implementation of the courses for optimum utilisation of resources and shall also coordinate with Programme Coordination Committees as constituted by the University.
- c. The Academic programme Committees shall also perform other tasks as assigned to it by the Board of studies of the concerned School of study of the University or by the Director/Principal of the concerned affiliated institution.
- d. The Academic Programme Committee shall meet as and when required but at least once during every six months. The Chairman of the Committee will convene the meetings.

#### 5. PROGRAMME COORDINATION COMMITTEE

In order to facilitate academic coordination between different institutions running the same programme, a Programme Coordination Committee may be constituted by the University, if deemed desirable. The Directors/Principals of the concerned affiliated institutions shall be members of this Committee. The Committee shall be headed by the Dean of the University/ Director/ Principal to be nominated by the Vice-Chancellor.

The Committee shall coordinate the implementation of the academic programme to include timely coverage of the courses and uniformity in internal assessment/class tests. The Committee shall also assist in preparation of model question papers, if required, prepare guidelines for practical examinations and suggest names for panels of examiners. The Committee may also suggest any modifications in the syllabus, undertake comprehensive review of syllabi, or draw up draft syllabi for new courses. 

## 6. VACATION FOR STUDENTS

Vacation for students shall be, as notified in the Academic Calendar every year by the University.

## 7. ATTENDANCE

A student shall be required to have a minimum attendance of 75% or more in the aggregate of all the courses taken together in an Academic year, provided that the Dean of the school in case of University Schools and Principal/Director in case of University maintained /affiliated institutes may condone attendance shortage up to 5% for individual student for reasons to be recorded. However, under no condition, a student who has an aggregate attendance of less than 70% in an Academic year shall be allowed to appear in the Annual examination.

Student who has been detained due to shortage of attendance shall not be allowed to be promoted to the next Academic year and he/she will be required to take readmission and repeat all courses of the said academic year with the next batch of students. The University Enrolment number of such student shall however remain unchanged. Dean of the School/ Director / Principal shall announce the names of all such students who are not eligible to appear in the Annual examination, at least 5 calendar days before the start of the examination and simultaneously intimate the same to the Controller of Examinations. In case any student appears by default, who in fact has been detained by the Institution/ college, his / her result shall be treated as null and void.

## 8. CURRICULUM OF THE PROGRAMME

Curriculum of the B.H.M.S. courses, theory and practical's shall be as approved by the Academic Council.

## 9. (A) MINIMUM TEACHING HOURS, EXAMINATION & EVALUATION, CRITERIA FOR PASSING COURSES, MARKS AND DIVISIONS

- (i) Any undergraduate may be admitted to the First B.H.M.S. examination provided that he has regularly attended, the following courses of instruction in the subjects of the examination, theoretical and practical for not less than one and half years in the college / institution to the satisfaction of the Principal / Director / Principal of the institution / college.
- (ii) A candidate securing 75% or above marks in any of the subjects shall be declared to receive honours in that subjects provided he has passed the examination in the first attempt.

- (iii) In order to pass the B.H. M.S. Examination a candidate must pass in all subjects of the examination
- (iv) Pass marks in all subjects both homoeopathic and allied medical subjects shall be 50% in each part (written, oral with practical).
- (v) For appearing in Second BHMS exam, the candidate should have passed the First B.H.M.S. examination at least one year previously; and for third BHMS exam, he has passed the second B.H.M.S. examination at least one year previously. The Third B.H.M.S. examination shall be held at the end of 3 ½ years of B.H.M.S. course or at the end of 42nd month of admission to First BHMS.
- (vi) The Fourth BHMS examination shall be held at the end of 54th month of admission to First BHMS.

NOTE:- Any changes if notified through Regulation by the Central Council for Homoeopathy, the provision of the above clause shall be modified to the extent.

#### 10. RESULTS AND READMISSION TO EXAMINATION

- (i) Controller of Examination will ensure that the results of the examination are published in time so that the students who successfully completes the BHMS examinations can complete the course in 5 ½ years after admission.
- (ii) Candidates who has passed in one or more subjects need not appear in that subject or those subjects again in the subsequent examinations if the candidate passes the whole examination within four chances including the original examination.
- (iii) Facility to keep term: Not withstanding with the foregoing regulations, the students shall be allowed the facility to keep term on the following conditions:
  - (a) The candidate must pass the Second BHMS examination at least one term (6 months) before he is allowed to appear in the Third BHMS examination.
  - (b) The candidate must pass the Third BHMS examination at least one term (6 months) before he is allowed to appear in the Fourth BHMS examination.
  - (c) No candidate shall be given more than 4 chances to appear in First BHMS examination in the same subject.
- (iv) A candidate who appears at Second or Third BHMS examinations, but fails to pass in the subject or subjects, he may be admitted to the next examination in the subject or subjects. However candidates shall be allowed to keep term as provided in (iii) above.
- (v) Special classes, seminars, demonstrations, practical, tutorials etc. shall be arranged for the repeaters in the subject in which they have failed before they are allowed to appear at the next examination, in which attendance shall be compulsory.

- (vi) If a candidate fails to pass in all the subjects within four chances in examinations, he shall be required to prosecute a further course of studying all the subjects and in all parts for one year to the satisfaction of the head of the college and appearing for examination in all the subjects.

Provided that if a student appearing for the Fourth BHMS examination has only one subject to pass at the end of prescribed chances, he shall be allowed to appear at the next examination in that particular subject and shall complete the examination with this special chance.

- (vii) The examining body may under exceptional circumstances, partially or wholly cancel any examination conducted by it under intimation to the Central Council of Homoeopathy and arrange for conducting re-examination in those subjects within a period of thirty days from the date of such cancellation.
- (viii) Grace marks may be awarded to the students at the discretion of the University/ examining body on exceptional circumstances.

NOTE:- However, in clause 10 it is subject to the provision that any changes if notified through Regulation by the Central Council for Homoeopathy, the provision of the above clause shall be modified to the extent.

#### 11. EXAMINERS

No person other than the holder of a Diploma obtained after 4 years of study or a Degree in Homoeopathy or a person possessing qualification included in the Third Schedule shall be appointed as an internal or external examiner or paper –setter for the conduct of a professional examination for the B.H.M.S. (Degree) any course.

Provided that :-

- (a) No such person shall be appointed as an internal examiner unless he has at least three year's teaching experience in the subject.
- (b) No person below the rank of a Reader / Assistant Professor in the subject of a Degree level institution/ college shall be appointed as an internal examiner.
- (c) No person shall be appointed as an external examiner in any allied medical subject unless he possesses a recognised medical qualification as required for appointment to a relative teaching post in accordance with Annexure B, of the Homoeopathy (Minimum Standard of Education) Regulation, 1983 / MSR 2013.
- (d) External examiners shall be appointed only from the teaching staff of recognised Homoeopathic College and Colleges of Modern Medicine.

- (e) Not more than one-third of the total number of external examiners shall be from amongst practitioners in Homoeopathy or Modern Medicine who, in the opinion of the examining body are practitioners of repute and who have obtained a Homoeopathic qualification or a medical qualification recognised under the Indian Medical Council Act, 1956; MCH 2013.

## 12. INTERNSHIP

1. Training in paediatric department to understand paediatric problems and their management through Homoeopathy.
2. In the department of skin he should be exposed to various skin lesions and their diagnosis including allergy, leprosy, Leukoderma etc., and their management through Homoeopathy.
3. He should be exposed to various community based health activities, health programmes, their implementations and organisational set up. He should also be involved in motivational programmes, health education nutrition, M.C.H., Family welfare and other activities, Control of communicable diseases like tuberculosis, leprosy and sexually transmitted
4. Medico-Legal : Acquaintance with issue of various medical certificates like leave certificate on the ground of sickness, fitness certificate, death certificate, birth certificate, medical examination, court procedures in police cases like deaths by unnatural cause, accident etc. preservation of viscera in poisoning cases, postmortem, various Drugs Acts, Homoeopathic Pharmacopoeias, Homoeopathy Central Council Act, various State Homoeopathic Acts, Act of professional conduct and ethics.
5. Drug Proving:  
In case of degree level internee, it shall be compulsory to take part in Drug Proving Programme and the Internee shall prove at least one drug during the period of internship.
6. Each student during the compulsory internship training shall be allotted specific assignment for doing his/her original work in an objective manner. The assignment to be given shall be decided mutually by the concerned students and the college authorities. Such assignments will be evaluated by a team of 3 experts (relevant to subject) appointed by the College/ institution with consent of University concerned. The College authority will also ensure avoidance of duplication of work.

## 7. Maintenance of Records

Each internee shall have to maintain a detailed record of at least 25 acute cases and 15 chronic cases treated with homoeopathic medicine during his training in the medical department. Each internee shall have to maintain a detailed record of at least 10 delivery cases attended by him in the Department of Obstetrics and 15 Surgical cases assisted by him in the Department of Surgery. During this period internee shall also have to carry out any elective assignment on any subject given to him by the physician In-charge.

## 8. Attendance

Minimum attendance of each internee shall not be less than 80%.

9. Each candidate shall be required to undergo compulsory rotating internship of one year, after passing the final BHMS Examinations, to the satisfaction of the Principal of the Homoeopathic College. Thereafter only, the candidate shall be eligible for the award of Degree of Homoeopathic Medicine and Surgery (B.H.M.S.) by the University.

(i) All parts of the internship training shall be undertaken at the hospital attached to the College, and, in cases where such hospital cannot accommodate all of its students for internship then such candidates/ students shall be informed in writing by the college and it shall be the responsibility of the College to ensure that each of such students is put on internship training in a Homoeopathic Hospital or dispensary run by Government or local bodies.

(ii) To enable the State Board/ Council of Homoeopathy to grant provisional registration of minimum of one year to each candidate to undertake the internship, the University concerned shall issue a provisional passed certificate on passing the final BHMS examination to each successful candidate.

Provided that in the event of shortage, or unsatisfactory work, the period of compulsory internship and the provisional registration shall be accordingly extended by the State Board/ Council.

(iii) Full registration shall only be given by the State Boards if the BHMS degree awarded by the University concerned is a recognized medical qualification as per Section 13(1) of the Act, and Board shall award registration to such candidates who produce certificate of completion or compulsory rotation internship of not less than one year duration from the

Principal of College where one has been a bonafide student which shall also declare that the candidate is eligible.

- (iv) The internee students shall not prescribe the treatment including medicines and each of them shall work under the direct supervision of Head of Department concerned and/or a Resident Medical Officer. No intern student shall issue any medico-legal document under his/her signatures.
- (v) Each candidate shall complete the internship training at the maximum within a period of 24 months after passing the final year examination.
- 12. The internship training shall be regulated by the Principal in consultation with concerned Heads of Departments and R.M.O. as under:-
  - (i) Each internee student shall be asked to maintain a record of work which is to be constantly monitored by the Head of concerned Department and/or Resident Medical Officer under whom the internee is posted. The scrutiny of record shall be done in an objective way to update the knowledge, skill and aptitude of internee.
  - (ii) The stress during the internship training shall be on case taking, evaluation of symptoms, nosological and miasmatic diagnostic analysis, repertorisation and management of sick people based on principles of Homoeopathy. Weekly seminars shall be conducted wherein interns in rotation be given a chance to present their cases for discussion, and, concerned teachers/ R.M.O. shall assess performance of each of interns.
  - (iii) Rotation of intern-students shall be as under:
    - (a) Practice of Medicine- 8 months wherein internee will be rotated in each Psychology, Respiratory, Gastro-intestinal, Endocrinology, Skin and V.D., Locomotor, Cardiology, Paediatrics sections.
    - (b) Surgery - 1 month
    - (c) Obstetrics & Gynaecology – 2 months (1 month each (including Reproductive & child health care))
    - (d) Community medicine (including PHC/ CHC) – 1 month
  - (iv) Each internee shall be exposed to clinicopathology work to acquire skill in taking samples and doing routine blood-examination, blood smear for parasites, sputum examination, urine and stool examination. Students shall be trained to correlate laboratory findings with diagnosis and management of sick people.

- (v) Each interneer shall be given opportunities to learn the diagnostic techniques like x-rays, Ultrasonography, E.C.G., Spirometer and other forthcoming techniques and co-relate their findings with diagnosis and management of cases.
  - (vi) Each interneer students shall be given adequate knowledge about issuing of medico-legal certificates including medical and fitness certificates, death certificates, birth certificates, court producers and all of such legislation's be discussed which were taught in curriculum of Forensic Medicine.
  - (vii) Each interneer shall maintain records of 40 acuter and 25 chronic cases complete in all manner including follow up in Practice of Medicine, record of 5 antenatal check-up and 3 delivery cases attended by him/ her in Department of Obstetrics and 3 cases of Gynaecology, records of 5 surgical cases assisted by him (and demonstrational knowledge of dressings) in Surgery department, and records of knowledge gained in Primary Health Centres, Community Health Centres, various health programmes.
  - (viii) It shall be compulsory for each intern-student to prove at least one drug during the Period of internship.
  - (ix) Each interneer shall be given a liberty to choose an elective assignment on any subject, and complete out-put shall be furnished in writing by the interneer in respect of elective assignment to the Principal of the College within internship duration.
  - (x) Each intern shall be posted on duty in such a manner that each of them attend at least 15 days in O.P.D. and 15 days in I.P.D. at least in each month (except for duty in Community Medicine) and attend the other parts of duty including self-preparation in Library.
  - (xi) Each intern-student shall be made to learn importance of maintaining statistics and records, intern-student shall also be familiarized with research-methodology.
13. (i) Each interneer shall have not less than 80% of attendance during the internship training.
- (ii) Each interneer shall be on duty of at least 6 hrs. per day during the compulsory internship training.

NOTE:- However any changes if notified through Regulation by the Central Council for Homoeopathy, the provision of the above clause shall be modified to the extent.

#### 14 (a) USE OF UNFAIR MEANS

All cases regarding reported use of Unfair Means in the examination shall be placed before a Standing Unfair Means Committee to be constituted by the Principal / Director of the institution / college for decision in individual cases, and recommending penalties, if any. The actions deemed as "Use of Unfair Means" shall be specified by the Academic



Programme Committee and procedure for dealing with cases of suspected/alleged/reported use of unfair means shall also be approved by the Academic Programme Committee.

**(b) STUDENTS GRIEVANCE COMMITTEE**

In case of any written representation / complaints received from the students within seven days after completion of the examination regarding setting up of question paper etc. along with specific recommendations of Principal / Director of the institution/ college, the same shall be considered by the Students Grievance Committee to be constituted by the Vice Chancellor. The Vice Chancellor shall take appropriate decision on the recommendations of the Students Grievance Committee, before the declaration of result(s) of the said examination.

**15. AWARD OF DEGREE**

A student shall be awarded a degree if:

- a. If he has successfully passed the final B.H.M.S. examination, held at the end of 4 ½ years and completed one year of compulsory rotatory internship after passing the final examination, as prescribed.
  - b. There are no dues outstanding in his/her name to the University/Affiliated Institution: and
  - c. No disciplinary action is pending against him/her.
16. Subject to the provisions of the Act, the Statutes and the Ordinances such administrative issues as disorderly conduct in examinations, other malpractices dates for submission of examination forms, issue of duplicate degrees, instructions to examiners, superintendents, invigilators, their remuneration and any other matter connected with the conduct of examinations will be dealt with as per the guidelines approved for the purposes by the Academic Council.
17. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining, if necessary the opinion/advice of a Committee consisting of any or all the Deans of the Schools. The decision of the Vice-Chancellor shall be final.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No. 49 of 2013****Ordinance for 3-years Diploma Programme in Engineering (Semester System)****1.0 THREE YEARS DIPLOMA PROGRAMMES**

hereafter referred as Diploma in disciplines of Engineering/Technology or Vocation/ Occupation based disciplines of three-years (six-semester) duration, hereinafter called 3-YDP, shall be designated as DIPLOMA IN respective Branch. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

- 1.1 This Diploma shall include the branches of Applied Videography, Architecture, Cement Technology, Computer Science and Engineering, Costume Design and Dress making, Electronics (Y-Scheme), Electronics & Telecommunication Engg., Food Technology, Garment Technology, Instrumentation Engg., Interior Decoration and Design, Information Technology, Metallurgy, Mining and Mine Surveying, Modern Office Management, Opto-Electronics, Production Engg., Textile Design.
- 1.1 (a) This Diploma shall include the branches of Automobile Engineering, Chemical Engineeing, Civil Engineering, Computer Science and Engineering, Construction Technology and Management, Electrical Engineering, Electronics & Telecommunication Engg., Mechanical Engineering, Refinery and Petro, Chemical Engineeing, Plastic Technology, Printing Technology, Refrigeration and Air Conditioning Engineering, Textile Technology, Ophthalmic Technology, Architectural Assistantship, Architecture and Interior Design, Electronics and Instrumentation.
- 1.1 (b) This Diploma shall include the branches of computer hardware and maintenance, electrical and electronics engineering, electronics
- 1.2 The studies and examinations of these Diploma programmes shall be on the basis of semester system.

**2.0 RULES FOR ADMISSIONS**

- 2.1 For admission to the first semester of the following Diploma programme, The minimum qualification shall be the passing of 10th class or higher examination under (10+2) education scheme with Science (Physics and Chemistry) and Mathematics as main

subjects conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University:

Civil engineering, Electrical Engineering, Mechanical Engineering, Computer Science and Engineering, Electronics and Elecommunication Engineering, Electronics, Computer Hardware Maintenance, Electronics and Instrumentation Engineering, Information Technology

2.2 The minimum qualification for admission to the first semester of the following Diploma programmes :

Automobile Engineering Cement Technology, Construction Technology and Management food Technology, Garment Technology, Instrumentation Engg., Metallurgy, Mining and Mine Surveying\*, Opto-Electronics, Production Engg., Textile Design. Refinery and Petro Chemicals Engineering, Plastic Technology, Printing Technology, Refrigeration and Air Conditioning Engineering, Textile Technology, Ophthalmic Technology, Architectural Assistantship, Architecture and Interior design, shall be the passing of 10th class or higher under (10+2) Education scheme with Science (Physics and Chemistry) and Mathematics and by obtaining minimum 60% marks collectively in that, conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.

Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in Science (Physics and Chemistry) and Mathematics in qualifying examination. Norms of statutory bodies will be applicable for SC/ST and OBC candidates.

Women candidates are not eligible for admission to Mining and Mine Surveying Programme. Candidate seeking admission to Mining and Mine Surveying Programme should not be below the age of 16 years (for admission in Polytechnics of MP) on 1st January of that year in which admission is sought. Candidates, who are not physically fit to work as per the standards of working in Mines, will not be eligible for admission. Candidates will be eligible for admission only after producing the required Medical certificate as per the standards of working in Mines.

2.3 The minimum qualification for admission to the first semester of the following Diploma programmes:

Costume Design & Dress Making, Interior Decoration & Design shall be the passing of 10th class or higher examination under (10+2) education scheme conducted by M.P. Board of Secondary Education or an equivalent examination from recognized Board

/University Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in qualifying examination.

- 2.4 The minimum qualification for admission to the first semester of the following Diploma programmes:

#### APPLIED VIDEOGRAPHY, ARCHITECTURE

shall be the passing of 12th class examination under (10+2) education scheme with Physics, Chemistry and Mathematics subjects and by obtaining minimum 50% marks collectively in that, conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in Physics, Chemistry and Mathematics in qualifying examination. SC/ST and OBC candidates are not required to obtain minimum 60% marks.

- 2.5 The minimum qualification for admission to the first semester of the following Diploma programmes:

#### MODERN OFFICE MANAGEMENT

shall be the passing of 12th class examination under (10+2) education scheme with any subject group conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in theory papers of qualifying examination.

In general, the rules framed by respective statutory bodies enforced from time-to-time or any other competent authority of the respective State Government shall govern admissions/ readmission, to all Diploma Programmes in Polytechnics and other institutions.

- 2.6 No credit / relaxation or exemption in courses or duration shall be granted to candidates for pursuing Diploma programme of the University on the basis of their already possessing a Diploma in engineering/technology or any other discipline.
- 2.7 The head of college/Institutions shall send a complete list of all students admitted to various semesters of different programmes for the session as per academic calendar.

#### 3.0 RULES FOR MAXIMUM DURATION OF THE PROGRAMME

- 3.1 There shall be normally 90 days of teaching in every semester.

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- 3.2 A candidate may provisionally continue his/her studies in higher semester/ class after the examinations of the semester he/she appeared are over. However, his/her eligibility shall be evaluated only after the results of semesters are declared in which he/she had appeared.
- 3.3 The maximum duration for passing all the courses (theory, practicals and Industrial Training etc.) of the programme shall be SIX years for 3 years Diploma Programmes, no separate time will be given to students for medical or any reason, whatsoever. Candidates debarred from examination due to UFM cases or any other reason will also have to clear their Diploma programme in the duration mentioned above. Names of those candidates, who are unable to clear their Diploma programme in the stipulated period, will be struck off from the roll list of the college and enrolment of the University.
- 3.4 If such a candidate decides again to enroll himself/herself for any of the Diploma programme, he/she will have to seek fresh admission as per the rule mentioned in clause 2.0 above and on seeking a fresh admission, such candidates will not be entitled for any credit or exemption from University for the courses passed by them in the previous Diploma programme of study.

#### 4.0 RULES FOR EXAMINATIONS

- 4.1 There shall be University Examination at the end of each semester.

- 4.2 These Examinations common to all branches, shall be named as follows: -

##### (a) FIRST YEAR

- • First Semester Diploma Exam. (Branch wise)
- • Second Semester Diploma Exam. (Branch wise)

##### (b) SECOND YEAR

- • Third semester Diploma Exam. (Branch wise)
- • Fourth semester Diploma Exam. (Branch wise)

##### (c) THIRD YEAR

- • Fifth semester Diploma Exam. (Branch wise)
- • Sixth semester Diploma Exam. (Branch wise)

- 4.3 The examinations of First semester (I), Third semester (III) and Fifth semester (V) called odd semesters, shall generally be held in the months of November-December. Similarly the examinations of Second semester (II) Fourth semester (IV) and Sixth semester (VI) called even semesters, shall generally be held in the months of May- June, the dates of which shall be notified to all the concerned Colleges/Institutions.

**5.0 ELIGIBILITY FOR APPEARING IN THE EXAMINATION.**

- 5.1 A candidate who has filled up the examination form and deposited the required amount of examination fees will be eligible to appear in the EXAMINATION, provided he/she has completed the required 75% of attendance in each theory and practical subject and also completed the prescribed sessional work i.e. TERM WORK (if any) and LAB. WORK (if any) as provided in the scheme of examination and has secured 60% marks in each TERM WORK and LAB. WORK.
- 5.2 A candidate who has filled up the examination form and deposited the required amount of examination fees but has not completed the required 75% of attendance in each theory and practical subject will be detained from appearing in the semester EXAMINATION and similarly if the candidate has not completed the sessional work i.e. TERM and LAB. WORK (if any), will also be detained from appearing in the semester examination. The completion of sessional works means that the candidate has successfully completed the sessional work by attending classes/ practicals regularly and has secured a minimum of 60% marks in each term and laboratory work. The sessional work (Term work/Lab. Work, if any) must be completed and submitted in the institution at least 15 days before the commencement of theory examination.
- 5.3 A candidate, who has filled the examination form and deposited the required amount of examination fees and also completed the condition mentioned in Clause 5.1 but could not appear in the semester EXAMINATION. For appearing in the next semester Examination, he will have to fill up the examination form and deposit prescribed examination fees. Fees already paid by him/her for the earlier Semester Examination shall not be adjusted/ refunded.
- 5.4 A candidate who has neither filled the EXAMINATION form nor deposited the required amount of EXAMINATION Fees for the Semester Examination and/ or detained due to lack of prescribed attendance or submission of sessionals as prescribed in Clause 5.2 above will have no claim for appearing in the semester examination and such candidate will have to seek fresh admission in the same class in the next academic session as a regular candidate if he/she so desires and will have to repeat the course. The student will be granted re-admission by the principal of the concerned institution against the seats earmarked for the repeater candidate, if available.
- 5.5 In case of change in curriculum of a Diploma programme, University shall conduct minimum two examinations in the previous curriculum and thereafter (if the need be) students shall have to appear in the equivalent courses of new and revised curriculum.

however University shall conduct examination of those courses of previous curriculum (old), which do not have equivalent courses in the revised curriculum.

#### **6.0 RULES FOR PROMOTION TO HIGHER SEMESTER/CLASS.**

- 6.1 A candidate who has appeared in First Semester Examination will be promoted to the Second semester irrespective of the number of Courses (subjects) cleared by him/her.
- 6.2 A candidate who has appeared in Second Semester examination will not be promoted to the third semester unless he/she clears all the theory papers and practicals of first and second semester except eight subjects (irrespective of theory or practical) of first and second semester taken together. Theory and practical subject will be treated as separate subjects.
- 6.3 A candidate who has appeared in Third semester will be promoted from Third semester to Fourth semester irrespective of the number of courses (subjects) cleared by him/her.
- 6.4 A candidate who has appeared in Fourth semester examination will not be promoted to the Fifth semester unless he/she clears all the theory papers and practicals of first to fourth semester except eight subjects (irrespective of theory or practical) of first to fourth semesters taken together. Theory and practical subject will be treated as separate subjects.
- 6.5 A candidate who has appeared in Fifth semester examination will be promoted to the Sixth semester irrespective of the number of courses (subjects) cleared by him/her.

#### **7.0 RULES FOR PASSING EXAMINATIONS**

##### **7.1 BASIS OF MARKS**

- 7.1.1 The basis of marks obtained in each semester examination shall be the scheme of examination of courses for individual semesters as prescribed by respective Board of Studies and duly approved by Academic Council of University.
- 7.1.2 For the evaluation of End of the Semester exam in Practicals, one external examiner shall always be there from outside the College/Institution and one internal examiner from the College/ Institution.
- 7.1.3 In the schemes of Diploma programmes, where flexibility has been provided to students for selection of courses, once a student in a particular group of electives has made the choice of elective course, it cannot be changed for future study/examination.

## 8.0 RULES FOR PASS

- 8.1 To pass the examination a candidate has to obtain a minimum of 60% marks in each sessional work i.e. term work, class work and lab work. 33% marks in each theory paper, a minimum of 40% marks in each practical course.
- 8.2 There will be no minimum pass marks for the progressive assessment tests.
- 8.3 A candidate who has appeared in the sixth semester examination will be
- (a) Declared passed, provided he/she has passed all the courses (subjects) of I to VI Semesters examinations.
  - (b) Declared failed if he/she has failed in any number of courses (subjects) of sixth semester and/or of the previous semesters and number of failed courses (subjects). The students belonging to this category will be treated as ex- student for future examinations.
- 8.4. The final result of the candidate, who has appeared in the sixth and final semester examination will be WITHHELD if he/she has cleared all the courses (subjects) of sixth semester but has failed to clear any course/s (subject/s) of I to V semester examination.

## 9.0 RULES FOR AWARD OF DIVISION AND DIPLOMA

- 9.1 The final Division of the respective Diploma Programme will be awarded to the students on the basis of aggregate marks obtained by him/her in final year. The result of the candidate will be declared on the basis of the marks secured by the candidate in fifth and sixth semesters taken together.
- 9.2 a) A candidate securing 75% marks or above in aggregate will be awarded FIRST DIVISION HONOURS.
- b) A candidate securing 65% marks or more in aggregate but less than 75% will be placed in FIRST DIVISION.
- c) A candidate securing 50% marks or more in aggregate but less than 65% marks will be placed in SECOND DIVISION.
- d) Candidates securing less than 50% marks in aggregate but secures the minimum pass marks in each theory, practical subjects and Industrial training will be placed in PASS DIVISION.
- 9.3 A candidate who is either awarded compartment or declared failed and appears in the subsequent examination in compartmental /failed courses (subjects), he/she will be also awarded division consistent with his/her aggregate arrived at by adding the actual marks



obtained by him/her in the compartmental or failed courses (subjects) when cleared by him/her.

- 9.4 Concerned Polytechnics/Institutions may issue a provisional statement of marks on demand to such students, who have cleared all the courses specified for that programme, till such time the University declares its result or issues original mark sheet of that Programme or College/Institute.
- 9.5 In case any discrepancy in respect of any candidate is noticed regarding his eligibility or otherwise even after declaration of result, the University reserves the right to amend or cancel the result of such candidate.

#### 10.0 RULES FOR CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination, the following rules shall be observed:

- 10.1 Deficiency up to a total of 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theory papers.
- This facility shall be available only to those candidates who pass that particular semester examination in full by availing 5 grace marks in the courses in which candidate has appeared in current examination.
- 10.2 While declaring result of the candidate no marks shall be added to or subtracted from the aggregate for the deficiency condoned as above. However, he/she will pass the courses (subjects) cleared through clause
- 10.1. After condoning the deficiency the candidate's result shall be declared in the division, for which the aggregate obtained by him/her entitles.
- 10.3 One grace mark will be awarded to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice- Chancellor in the DIPLOMA examination. This benefit will not, however, be available to a candidate getting advantage under clause 10.1.

#### 11.0 DECLARATION OF MERIT LISTS

- 11.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 11.2 University shall declare the final Branch wise merit list only after the main examination of the sixth and final semester for DIPLOMA. The merit list shall include the first ten

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**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****Ordinance****No. 50 of 2013****Ordinance Governing Basic B.Sc. Nursing Degree Course**

(As per Indian Nursing Council Guidelines of 2004, vide letter from the Secretary, INC,  
No. 12-1/2004-INC dated 07.05.2005)

**1. Eligibility****1.1 Qualifying Examination**

- i.) A candidate seeking admission to first Basic B.Sc. Nursing course:  
shall have passed 10+2 exams from M P Board or any other recognized Board,  
with English as one of the subjects and Physics, Chemistry and Biology as  
optional subjects, individually and must have obtained a minimum of not less  
than 50% marks in Physics, Chemistry, Biology and English (PCBE) taken  
together in the qualifying examination. . Students appearing in 10+2 examination  
in Science conducted by National Institute of Open School with 45% marks.
- ii) In respect of candidates belonging to Scheduled Castes, Scheduled Tribes or  
Other Backward Classes, the marks obtained in Physics, Chemistry, Biology and  
English taken together in qualifying examination be as per norms of statutory  
body.

**1.2 Age:** The candidate should have completed 17 years on or before 31<sup>st</sup> day of December of  
the year of admission.

**1.3.1** Candidate shall be medically fit.

**2. Selection**

Selection of the candidates should be based on the admission process recommended by  
statutory body or competent authority. The fees for each course shall be decided by  
Board of Management of University the Number of seats in each course will be as per  
Statute 28.

**3. Duration of the Course**

Duration of the course shall be four completed years including clinical training of 24  
weeks.

**4. Medium of Instruction**

English shall be the medium of Instruction for the course as well as for the examination.

## 5. Course of Study

Course of study & syllabus will be finalized by Board of Studies.

## 6. Attendance

A minimum of not less than 80 % attendance in theory and practical / clinical separately in each subject in each academic year is essential for appearing in the examination. A candidate pursuing in the course shall study in the college for the entire period as a full time student. No candidate is permitted to work in a hospital / nursing home / laboratory / college while studying this course. No candidate should join any other course of study or appear for any other examination conducted by this university or any other university in India or abroad during the period of registration. Each academic year shall be taken as a unit for calculating the attendance.

## 7 Internal Assessment

Regular periodic assessment shall be conducted throughout the course. Although the question of number of tests is left to the institution at least three tests in theory and practical each year be held. The test preceding the university examination may be similar to the pattern of university examination. Average of the marks of the three tests for theory and practical separately shall be sent to the university.

A candidate shall secure not less than 50% of marks prescribed for internal assessment in theory and not less than 50% marks prescribed in practical, separately, in each subject/paper to be eligible to appear in the university examination.

## 8. Schedule of Examination

The university shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the Head of the institution along with the application for examination and the prescribed fee.

**Scheme of examination will be finalized by Board of studies.**

- a) A candidate having appeared in all the subjects in the same examination and passed that examination in the first attempt and secures 75% of marks or more of grand total marks prescribed will be declared to have passed the examination with distinction.
- b) A candidate having appeared in all the subjects in the same examination and passed that examination in the first attempt and secures 65% of marks or more but less than 75% of grand total marks prescribed will be declared to have passed the examination in First Class.
- c) A candidate having appeared in all the subjects in the same examination and passed that examination in the first attempt and secures 50% of marks or more but less than 65% of grand total marks prescribed will be declared to have passed the examination in Second Class.
- d) A candidate passing a university examination in more than one attempt shall be placed in Pass class irrespective of the percentage of marks secured by him/her in the examination.

[Please note fraction of marks should not be rounded off for clauses (a), (b) and (c)]

1. A candidate failing in more than two subjects will not be promoted to the next year.
2. Candidate shall not be admitted to the subsequent higher examination unless the candidate has passed in all the papers in the previous examination.
3. If a candidate fails in theory or practical exam in a paper in that paper he/she has to re-appear for both in Theory and Practical.

1. Maximum number of attempts permitted for each paper is three including first attempt.
2. The maximum period to complete the course successfully should not exceed eight years.

Must have 100 % attendance in each of the practical areas before award of degree.

14. Number of Examiners: One internal and one external examiner should jointly conduct practical / clinical examination for each student.

1. NAME

**14.1 Eligibility of Examiner**

1. To be eligible to be an examiner, one should have passed M.Sc (N) in concerned subject, should have a minimum of three years teaching experience in a college of nursing and should be holding a full time post of Lecturer or above.
2. To be an examiner for Nursing Foundations course, a teacher should have passed M.Sc (N) in concerned subject, should have a minimum of three years teaching experience in a college of nursing and should be holding a full time post of Lecturer or above

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 51 of 2013****BACHELOR OF DENTAL SURGERY (BDS)****4 Year Degree Course plus one year rotating internship in Dental College**

1. There shall be a course for the Degree of Bachelor of Dental Surgery (BDS) under the Faculty of Medical Sciences following the Guideline an approval of DCI and State Government.
2. Admission to the dental course:  
A candidate shall be eligible for admission to the course of study for the first year of BDS Course provided:-
  - (i) He/ She has completed the age of 17 year on or before 31st December in the year of commencing the prescribed Academic Session of the said course.
  - (ii) He/ She has passed qualifying examination as under:-
    - (a) The candidates should have passed the Senior Secondary board Examination under 10+2 system conducted by the MP Board or any other recognized Board (Except Patrachar vidyalaya and Open Schools) with required subjects i.e physics, chemistry, biology and English (Core).
    - (b) The candidate must have secured a minimum of 50% marks taken together in Physics, chemistry and biology, however, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes, the marks obtained in Physics, chemistry and Biology taken together in qualifying examination be as per policy of Government of MP .
  - (iii) The candidates for admission to BDS course shall be selected on the basis of Admission process decided by statutory body. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

**3. MIGRATION:**

As per Ordinance of University.

#### 4. TRAINING PERIOD AND TIME DISTRIBUTION:

internship in a dental college. The internship shall be compulsory and BDS Degree shall be granted after completion of one year paid Internship.

**Subjects & scheme of Study:-**

#### MINIMUM WORKING HOURS FOR EACH SUBJECT OF STUDY

As per recommendations of Board of studies

**Note:**

There should be a minimum of 240 teaching days every year consisting of 8 working hours including one hour of lunch break.

Internship- 240x8 hours equal 1920 clinical hours.

#### 5. ATTENDANCE:-

- (i) 75% in theory and 75% in practical/clinical is each year.
- (ii) In case of a subject in which there is no examination at the end of the academic year/semester, the percentage of attendance shall not be less than 70%. However, at the time of appearing for the professional examination in the subject, the aggregate percentage of attendance in the subject should satisfy condition (i) above.

#### 6. INTERNAL ASSESSMENT:-

- (i) It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc;
- (ii) A. The process on Internal Assessment shall be uniform for each subject in the matter of frequency, methodology of assessment and declaration of result as decided by the Committee of Course and Studies of the University.  
B. The students should be informed well in advance about the time schedule of Internal Assessment and other conditions governing it.  
C. The Departments should declare the result of Internal Assessment within prefixed period as decided by the Committee of Courses & Studies.
- (iii) Day to day records should be given importance during internal assessment;
- (iv) Weightage for the internal assessment shall be 10% of the total marks in each subject for Theory & Practical.
- (v) A student must secure at least 35% marks (combined in theory & practical) of the total marks fixed for Internal Assessment in a particular subject in order to be eligible to appear in final University Examinations of the subject.

**Note:** Internal assessment shall relate to different ways in which students participation in learning process during the year.

*MADE*



**8. SCHEME OF EXAMINATION:**

The scheme of examination for B.D.S. Course shall be divided into 1st B.D.S. examination at the end of the first academic year, 2nd B.D.S. examination at the end of second year, 3rd year B.D.S. examination at the end of third, and Final B.D.S. at the end of 4th year. 240 days minimum teaching in each academic year is mandatory. The examination shall be open to a candidate who satisfies the requirements of attendance, progress and other rules laid down by the University. University shall organize admission timing and admission process in such a way that teaching starts from 1st day of August in each academic year.

1. Any student who fails in any subject/subjects in the Annual Examination will be allowed to appear in the Supplementary Examination. However, if any student fails in one/more subjects in the Supplementary examination also, he/she will not be promoted to the next year (2nd/3rd/4th) BDS Course.
2. The students who fail in one or more paper in any BDS Annual / Supplementary Examination will appear in Annual/Supplementary Examination only in those papers in which they have failed / failed to appear.
3. The students who fail in any subject/subjects shall be allowed to attend the classes of subsequent year (2nd/3rd/Final), however, if he/she fails in Supplementary examination in any subject/subjects he/she will not be promoted and will be re-admitted in the previous class.

**9 SCHEDULE OF EXAMINATION:**

There shall be 4 (four) Annual and 4 (four) Supplementary Examination:-

- (I) 1st, 2nd, 3rd, 4th BDS examination shall be held in May/June every year.
- (II) The supplementary examination shall be held within 6 - 8 weeks after declaration of result of Annual Examination.

**10. WRITTEN EXAMINATION**

1. The written examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 90.
2. In the subject of Physiology & Biochemistry and Pathology & Microbiology each paper will be divided into two parts, A and B of equal marks.
3. The question paper may contain different types of questions like essay, short answer and objective type.

4. The nature of questions set, should be aimed to evaluate students of different standards ranging from average to excellent.
5. The question should cover as broad an area of the content of the course. The essay question should be properly structured and the marks specifically slotted.
6. The University may set up a question bank.

#### 11. PRACTICAL AND CLINICAL EXAMINATION:

- (i) Practical and Clinical Evaluation will also include Objective Structured Clinical Evaluation and Vica-voce.
- (ii) Records / Log Books: the candidate should be given credit for his/her records based on the scores obtained in the record. The marks obtained for the record in the first appearance can be carried over to the subsequent appearances if necessary.
- (iii) Scheme of clinical and practical examination: the specific scheme of clinical and practical examinations, the type of clinical procedures / experiments to be performed to be formulated by the Board of Studies (BOS). The scheme should be brought to the notice of the students and the external examiner as and when the examiner reports. The practical and clinical examinations should be evaluated by two examiners of which one shall be an external examiner appointed from other universities preferably outside the State.

#### 12. MARKS DISTRIBUTION IN EACH SUBJECT:

Each subject shall have a maximum of 200 marks.

Theory	-100	Practical /Clinical and Viva	-100
Theory	- 100	Practical /Clinical and Viva	-100
University written Examination	-90	University Examination	- 90
Internal assessment (Written)	-10	Internal assessment	-10
		(Practical/Clinical)	
Total	- 100	Total	-100

Practical/Clinical and Viva Voce only in II BDS University Examination of the following subjects:-

(i) Pre-clinical Prosthodontics

(ii) Pre-clinical conservative Dentistry.....	Internal Assessment	-	10
	Practical	-	70
	Viva Voce	-	20
	Total	-	100

**13. CRITERIA TO PASS THE UNIVERSITY EXAMINATION:**

For declaration of pass in a subject, a candidate shall secure 50% marks in the University examination both in Theory and in Practical/Clinical examinations separately, as stipulated below:

- A candidate shall secure 50% marks in aggregate in University written examination and Internal assessment combined together.
  - In the University Practical / Clinical examination, a candidate shall secure 50% marks in practical including Viva Voce and Internal Assessment combined together.
  - In case of pre clinical Prosthodontics and Pre Clinical conservative dentistry in II BDS, where there is no written examination, minimum pass is 50% of marks in Practical and Viva Voce combined together in University examination including Internal Assessment i.e. 50/100 marks.
  - Successful candidates who obtain 65% of the total marks or more shall be declared to have passed the examination in First Class. Other successful candidates will be placed in Second Class. A candidate who obtained 75% and above is eligible for Distinction. Only those candidates who pass the whole examination in the first attempt will be eligible for distinction.
  - First class and Distinction etc. to be awarded by the University as per their respective rules.
1. **Re-totalling:** The University on application and remittance of a stipulated fee to be prescribed by the university, shall permit a recounting or opportunity to recount the marks receive for various questions in an answer paper / papers for theory of all subject for which the candidate has appeared in the university examination. Any error in addition of the marks awarded if identified should be suitably rectified.
  2. **Re-admission:** A candidate having failed to pass the supplementary of any BDS Examination, may register for re-admission to the same class at the discretion of the Principal of the college within 15 days of the announcement of the result of the university Examination. The candidate will be required to pay fees as per norms.

**14. SYLLABUS:**

As decided by Board of studies (BOS).

**CURRICULUM OF DENTAL INTERNSHIP PROGRAMME**

1. The duration of Internship shall be one year.

2. All parts of Internship shall be done in a Dental College duly recognized/approved by the Dental Council of India for the purpose of imparting education and training to Dental graduates in the country.
3. The Interns shall be paid stipendiary allowance during the period of an Internship not extending beyond a period of one year.
4. The internship shall be compulsory and rotating as per the regulations prescribed for the purpose.
5. The degree-BDS shall be granted after completion of internship.

**Determinants of Curriculum for internship for Dental Graduates:**

The curricular contents of internship training shall be based on:

- i) Dental health needs of the society.
- ii) Financial, material and manpower resources available for the purpose.
- iii) National Dental Health Policy.
- iv) Socio-economic conditions of the people in general.
- v) Existing Dental as also the primary health care concept for the delivery of health services.
- vi) Task analysis of what graduates in Dentistry in various practice settings, private and government service actually perform.
- vii) Epidemiological studies conducted to find out prevalence of different dental health problems, taking into consideration the magnitude of dental problems, severity of dental problems and social disruption caused by these problems.

**General Guidelines:**

1. It shall be takes-oriented training. The interns should participate in various institutional and field programmes and be given due responsibility to perform the activities in all departments of the Dental Colleges and associated institutions.
2. To facilitate achievement of basic skills and attitudes the following facilities should be provided to all dental graduates:
  - i) History taking examination, diagnosis, charting and recording treatment plan of case.
  - ii) Presentation of cases in a group of Seminar.
  - iii) Care and sterilization of instruments used.
  - iv) Performance and interpretation of essential laboratory tests and other relevant investigations.
  - v) Data analysis and inference.
  - vi) Proper use of antibiotics, anti-inflammatory and other drugs, as well as other

therapeutic modalities.

- vii) Education of patients, their relatives and community on all aspects of dental health care while working in the institution as also in the field.
- viii) Communication aimed at inspiring hope, confidence and optimism.
- ix) Legal rights of patients and obligations of dental graduate under forensic jurisprudence.

## 10. Elective Posting

The internees shall be posted for 15 days in any of the dental departments of their choice mentioned in the foregoing.

### Evaluation

#### 1. Formative Evaluation:

Day-to-day assessment of the internees during their internship posting should be done. The objective is that all the interns must acquire necessary minimum skills required for carrying out day-to-day professional work competently. This can be achieved by maintaining records and performance data book by all internees. This will not only provide demonstrable evidence; of the processes of training but more importantly of the internees own acquisition of competencies as related to performance. It shall form a part of formative evaluation and shall also constitute a component of final grading of interns.

#### 2. Summative Evaluation:

It shall be based on the observation of the supervisors of different departments and the records and performance data book maintained by the interns. Grading shall be done accordingly.

## 11. Rural Services:

In the rural services, the student will have to participate in

1. Community Health Monitoring Programmes and services which include Preventive, diagnostic and corrective procedures.
2. To create educational awareness about dental hygiene and diseases.
3. Conduction of Oral Health Education Programme at
  - (a) School Setting. - 5
  - (b) Community Setting. - 5
  - (c) Adult Education Programme. - 5
4. Compulsory setup of satellite clinics in remote areas. - 1

5. Lectures to create awareness and education in public forums about the harmful effects of tobacco consumption and the predisposition to oral cancer-two Lecturers per students.

**Period of Postings**

1. Oral Medicine & Radiology	- 1 Month
2. Oral & Maxillofacial Surgery	- 1 ½ Months
3. Prosthodontics	- 1 ½ Months
4. Periodontics	- 1 Month
5. Conservative Dentistry	- 1 Month
6. Pedodontics	- 1 Month
7. Oral Pathology & Microbiology	- 15 days
8. Orthodontics	- 1 Month
9. Community Dentistry/Rural Services	- 3 Months
10. Elective	- 15 days

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES****ORDINANCE****No. 52 of 2013****Master of Dental Surgery (MDS)**

1. Title of the Course: It shall be called Master of Dental Surgery following the Guideline an approval of DCI and State Government.

2. Branches of Study: The following are the subjects of specialty for the MDS degree:

- a. Prosthodontics and Crown & Bridge
- b. Periodontology
- c. Oral & Maxillofacial Surgery
- d. Dentistry and Endodontics
- e. Orthodontics & Dentofacial Orthopedics
- f. Oral Pathology & Microbiology
- g. Public Health Dentistry
- h. Paedodontics & Preventive Dentistry
- i. Oral Medicine & Radiology

**3. Eligibility**

A candidate for admission to the MDS course (Master of Dental Surgery) must have a. recognized degree of BDS (Bachelor of Dental Surgery) awarded by an Indian University in respect of recognized Dental College under Section 10(2) of the Dentists Act, 1948 or an equivalent qualification recognized by the Dental Council of India and should have obtained permanent registration with the State Dental Council. Candidates not possessing a recognized Dental qualification for the above purpose should secure the prior approval of his qualifications by the Dental Council of India before he can be admitted to the MDS Course of any University in India.

Qualification for the above purpose should secure the prior approval of his qualifications by the Dental Council of India before he can be admitted to the MDS Course of any University in India.

Candidates who possess PG Diploma recognized by the DCI with the duration of 2 years (proposed) in particular specialty is eligible for admission in MDS in the same

Candidates who possess PG Diploma recognized by the DCI with the duration of 2 years (proposed) in particular specialty is eligible for admission in MDS in the same specialty and the duration will be 2 years. The syllabus of two years programmed will be as per the concerned university guidelines.

Provided that in the case of a foreign national, the Dental Council of India may, on payment of the prescribed fee for registration, grant temporary registration for the duration of the postgraduate training restricted to the dental college/institution to which he is admitted for the time being exclusively for postgraduate studies;

Provided that further temporary registration to such foreign national shall be subject to the condition that such person is duly registered as dental practitioner in his own country from which he has obtained his basic dental qualification and that his degree is recognized by the corresponding dental council or concerned authority

The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

#### 4. Criteria for Selection for Admission

Students for MDS Course shall be admitted based on policy of statutory Body Such as DCI Rules and Regulations and Government of M.P. Medical Education Department

#### 5. Duration of the Course

The Course shall be of three years duration. All the candidates for the degree of MDS are required to pursue the recommended: course for at least three academic years as full time candidates in an institution affiliated to and approved for Postgraduate studies by Sri Satya Sai University of Technology & Medical Sciences, Sehore and recognized by the Dental Council India.

#### 6. Method of training

The training of postgraduate for degree shall be full time with graded responsibilities in the management and treatment of patients entrusted to his/her care. The participation of the students in all facets of educational process is essential. Every candidate should take part in seminars, group discussions, grand rounds, case demonstration, clinics, journal review meetings, CPC and clinical meetings. Every candidate should participate



in the teaching and training programme of undergraduate students. Training should include involvement in laboratory and experimental work, and research studies.

#### 7. Attendance, Progress and Conduct

A candidate pursuing degree/diploma course should work in the concerned department of the institution for the full period as a full time student. No candidate is permitted to own a clinic/work in clinic/laboratory/nursing home while studying postgraduate course, candidate shall join any other course of study or appear for any other examination conducted by this university or any other university in India or abroad during the period of registration.

Each year shall be taken as a unit for the purpose of calculating attendance.

Every candidate shall attend symposia, seminars, conferences, journal review meetings, grand rounds, CPC, case presentation, clinics and lectures during each year prescribed by the department and not absent himself / herself from work without reasons.

Every candidate shall have not less than 80 percent of attendance in each year of I course. However, candidates should not be absent continuously as the course is a full time one

#### 8. Monitoring Progress of Studies

**Work diary / Log Book:** Every candidate shall maintain a work diary and record of his/her participation in the training programme conducted by the department such as journal reviews, seminars, etc. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate. The work diary shall be scrutinized and certified by the Head of the Department and Head of the Institution, and presented in the university practical/clinical examination.

#### Periodic tests:

In case of degree courses of three years duration, the concerned departments may conduct three tests, two of them be annual tests, one at the end of first year and the

other in the second year. The third test may be held three months before the final examination. The tests may include written papers, practical / clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Department and sent to the University, when called for.

#### Records:

Records and marks obtained in tests will be maintained by the Head of the Department and will be made available to the University when called for.

#### 9. Dissertation

Every candidate pursuing MDS degree course is required to carry out work on a selected research project under the guidance of a recognized post graduate teacher. The results of such a work shall be submitted in the form of a dissertation.

The dissertation is aimed to train a postgraduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis, search and review of literature, getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, comparison of results and drawing conclusions.

Every candidate shall submit to the Registrar of the University in the prescribed proforma, a synopsis containing particulars of proposed dissertation work within six months from the date of commencement of the course on or before the dates notified by the University. The synopsis shall be sent through the proper channel.

Such synopsis will be reviewed and the dissertation topic will be registered by the University. No change in the dissertation topic or guide shall be made without prior approval of the University.

The dissertation should be written under the following headings:

- i. Introduction
- ii. Aims or Objectives of study
- iii. Review of literature
- iv. Results
- v. Discussions

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- vi. Conclusion
- vii. Summery
- viii. Reference
- ix. Tables
- x. Annexure

The written text of dissertation shall be not less than 50 pages and shall not exceed 150 pages excluding references, tables, questionnaires and other annexure. It should be typed in double line spacing on one side of paper (A4 size, 8.27" x 11.69") and properly. Spiral binding should be avoided. The dissertation shall be certified by the guide, head of the department and head of the Institution.

Four copies of dissertation thus prepared shall be submitted to the Registrar (Evaluation), six months before final examination on or before the dates notified by the University

The dissertation shall be valued by examiners appointed by the University. Approval dissertation work is an essential precondition for a candidate to appear in the University examination.

**Guide:** The academic qualification and teaching experience required for recognition by this University as a guide for dissertation work is as laid down by Dental Council of India / Rajiv Gandhi University of Health Sciences.

**Co-guide:** A co-guide may be included provided the work requires substantial cont from a sister department or from another institution recognised for teaching/training SSSUTMS/Dental Council of India. The co-guide shall be a recognized postgraduate teacher of SSSUTMS.

**Change of guide:** In the event of a registered guide leaving the college for any reason in the event of death of guide, guide may be changed with prior permission from the university.

## 10. Scheme of Examination

**Eligibility :** The following requirements shall be fulfilled by every candidate to eligible to appear for the final examination.

- i) **Attendance:** Every candidate shall have fulfilled the attendance prescribed by the University during each academic year of the postgraduate course.

- ii) **Progress and conduct:** Every candidate shall have participated in seminars, review meetings, symposia, conferences, case presentations, clinics and didactic during each year as designed by the concerned department
- iii) **Work diary and Logbook:** Every candidate shall maintain a work diary and logbook for recording his/her participation in the training programmes conducted by the department. The work diary and logbook shall be verified and certified by the Head of the Department and Head of the institution.

The certification of satisfactory progress by the head of the department and head of the institution shall be based on (i), (ii) and (iii) mentioned above.

**Schedule of Examination:** The examination for M.D.S. courses shall be held at the end of three academic years (six academic terms). The university shall conduct two examinations in a year at an interval of four to six months between the two examinations. Not more than two examinations shall be conducted in an academic year.

#### 11. University Examination

M.D.S. Degree examinations in any branch of study shall consist of dissertation, written paper (Theory), Practical/Clinical and Viva voce.

(a) **Dissertation:** Acceptance of dissertation shall be a precondition for the candidate to appear for the final examination.

(b) **Written Examination (Theory):** Written examination shall consist of four question papers each of three hours duration. Total marks for each paper will be 75. Paper I, II and III shall consist of two long questions carrying 20 marks each and 5 short essay questions carrying 7 marks each. The fourth paper will be to write an essay. Questions on recent advances may be asked in any or all the papers. Distribution of topics in each paper is shown in Section III along with course description of the concerned specialty, and as clause 14 in this section. ADS.

#### (c) Practical / Clinical Examination:

In case of practical examination, it should be aimed at assessing competence and skills of techniques and procedures. It should also aim at testing student's ability to make relevant and valid observations, interpretation and inference of laboratory or experimental or clinical work relating to his/her subject for undertaking independent work as a specialist. The total marks for practical / clinical examination shall be 200.

(d) **Viva Voce:** Viva-Voce examination shall aim at assessing depth of knowledge, logical

reasoning, confidence and oral communication skills. The total marks shall be 100 and the distribution of marks shall be as under:

- |      |   |            |
|------|---|------------|
| (i)  | For examination of all components of syllabus   | - 80 Marks |
| (ii) | For (Pedagogy) demonstration of teaching skills | - 20 Marks |

**Examiners :**

There shall be at least four examiners in each branch of study. Out of four, two shall be external examiners and two shall be internal examiners. The qualification and teaching experience for appointment as an examiner shall be as laid down by RGUHS and Dental Council of India from time to time.

**12. Criteria for Declaring as Pass**

To pass in the University examination, a candidate shall secure in both theory examination and the practical/clinical including viva voce independently an aggregate of 50% of total marks allotted (150 marks out of 300 allotted for theory and 150 out of 200 for clinical + 100 for viva voce together). A candidate securing less mark as described above shall be declared to have failed in the examination.

A candidate who is declared successful in the MDS Examination shall be granted a Degree of Master of Dental Surgery in the respective specialty.

**13. Distribution of Topics in theory papers in various branches of study specialties:**

Syllabus will be decided by Board of Studies

**14. SCHEME OF EXAMINATION:**

**A. Theory: 300 Marks**

Written examination shall consist of four question papers each of three hours duration. Total marks for each paper will be 75. Paper I, II and III shall consist of two long questions carrying 20 marks each and 5 short essay questions carrying 7 marks each. Paper IV will be on Essay. Questions on recent advances may be asked in any or all the papers.

**B. Practical / Clinical Examination : 200 Marks**

Examination shall be for three days. If there are more than 6 candidates, it may be extended for one more day. Each candidate shall be examined for a minimum of three days, six hours per day including viva voce

**C. Viva Voce : 100 Marks****i. Viva-Voce examination : 80 marks**

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents. It includes presentation and discussion on dissertation also.

**ii. Pedagogy Exercise : 20 marks**

A topic be given to each candidate in the beginning of clinical examination. He/she is asked to make a presentation on the topic for 8-10 minutes.

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY & MEDICAL SCIENCES**  
**ORDINANCE**

No. 53of 2013

**BACHELOR OF AYURVEDIC MEDICINE & SURGERY (B.A.M.S)**

The programme shall be governed by the norms, rules and guideline of the concerned regulatory council and the policies of MP state Government.

**1. Definition & Duration**

1.1 The duration of the programme of instruction for the degree of Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) shall be 4and a 1/2 year, followed by a compulsory rotating internship for one year.

1.1 This period of 4 and a1/2 years will be divided as follows:-

First Year	12 month
Second Year	12 month
Third Year	12 month
Fourth Year	18 months

**2. Admission**

2.1 Eligibility: A candidate who attains the age of 17 years or more on 31<sup>st</sup> December of the year & has passed:

i) 10+2 examination of 10+2 course form the MP Board of School Education, with at least 50% marks in aggregate of English, Physics, Chemistry, Biology.

OR

ii) An examination of any other University / Board recognized by this University as equivalent thereto with at least 50% marks in aggregate of English, Physics, Chemistry, Biology

**3. Procedure:**

Admission shall be made through merit/entrance test conducted by authorized agency in the state.

Dr. P.K. KHARE

shall have to be remitted by the students in the beginning of every academic year on duly notified dates. Candidates failing to deposit the fee in time shall be liable for penalty, as prescribed by the University. The fee structure laid down in the Admission Bulletin of the specific year will remain applicable all through the course duration of the candidates who have taken admission in the concerned academic year.

iii. The intake of seats will be made as per provisions of Statute 28.

#### 4. Examination:

##### 4.1 The examination shall be open to a person:-

A. Who possesses the qualification laid down in clauses 3.

B. (i) who has been on the rolls of a college admitted to the privileges of this University for the period provided in clause 2.1.

(ii) Whose name is submitted to the Registrar/Controller of Examination by the Principal of the College provided that the Principal of the College certifies that the candidate has:

a) Attended not less than 75% of the full course of lectures delivered in each subject 75% of the period assigned to practical work in each subject ( the lectures & practical work shall be counted up to 21 days before the commencement of the examination);

4.2 The examination shall be held according the syllabus prescribed by Academic council A candidate, who fails in an examination or having been eligible fails to appear in an examination, shall take the examination according to the syllabus prescribed by the University for regular students. Provided that the syllabus for candidates for the compartment examination shall be the same as was in force in the last Annual Examination.

a) All the students shall appear at the sessional Examinations on such dates & time as may be fixed by the heads or the respective Departments. At least 2 sessional examinations shall be conducted in each subject in each Academic year. Normally, there should be no arrangements for holding supplementary examination after the sessional Examinations are over except in cases where the genuineness of absentee in justifies. In addition to the different sessional examination, assessment of day-to-day work will also be carried out.

b) The first & Fourth year examinations shall ordinarily be held at the month of December. For reappearing candidates the supplementary examination for first/second/third/fourth year examination shall be held in the following month in December or May as the case



may be. Only those candidates, who have passed at least one subject of their main examination, shall be eligible to take the supplementary examination.

- c) Marks (as per details under Scheme of Examination) in the University Theory Examination will be awarded on the basis of the assessment of sessional theoretical examination. Marks are to be awarded by the teachers of the respective subjects & certified by the head of the Department.
- d) Marks (as per details under Scheme of Examination) in the University practical/Clinical Examination will be awarded on the basis of day-to-day work done in practical/wards etc. & Practical/Clinical tests as assessed by the teachers of the respective subjects & certified by the head of the Department.
- e) Marks awarded on the basis of sessional Theoretical Examination & day-to – day work in practical, Clinical etc. will be considered only when the candidate , appears for the first time in the University Examination in that particular subject. If the candidate fails to pass in the first appearance, in all subsequent examination & day-to-day work in Practical /Clinical etc. Results in such cases will only be assessed on the basis of written papers oral & practical /clinical examination.
- f) The Head of Department of the primary subject of the examination will compile & send the certified total marks awarded on the basis of sessional, Theoretical Examination & day-to-day work to the Controller of Examination, so as to reach him before the commencement of the University Examination.

#### 5. FEE:

The examination fee to be paid by a candidate shall be as per University norms for each examination, or a part thereof.

#### 6. Evaluation:

The minimum marks required to pass in each subject shall be 50% (written& practical separately).

- 6.1 The final results shall be declared after taking into account the marks obtained by the candidate in all the examination & candidates who obtain more than 75% marks have passed in the first attempt all the examinations within the normal period of instructions shall be declared to have passed with distinction.
- 6.2 Every successful candidate shall be granted a Certificate-cum Detail marks card of each examination. Marks obtained in each subject shall be supplied to unsuccessful candidates also. Provided that a candidate who qualifies all the four and half Year examinations of Ayurvedacharya will be issued a Degree of Ayurvedacharya (Bachelor

of Ayurvedic Medicine & Surgery) B.A.M.S after completion of internship as provided in Clause-12.

- 6.3 The first year period shall start from 1st day of July & end on 30th June next year. The examinations shall ordinarily be completed by the end of June. The supplementary examination of first year shall be held within 2 months of declaration of result. The subsequent first year examination will be held every 6 months and failed candidate(s) shall ordinarily be allowed 3 consecutive chances for passing first year. However, a student failed in one or more subjects of first year examination may be allowed to keep term in 2nd year course. Only those students, who passed in all subjects, shall be allowed to take for the 3rd year examination.
- ii) The candidates before presenting themselves for this examination shall obtain a certificate of completing the prescribed subject of the first year examination.
  - iii) A candidate failed in one or more subjects in examination shall be eligible to appear in supplementary examination.
  - iv) Candidates who fail to pass the 1st year examination in three consecutive opportunities shall not be allowed to continue their studies. However, in case of personal illness of a serious nature of a candidate & in unavoidable condition/circumstances, the V.C may permit one more opportunity for passing the 1st professional course.
- 6.4 A person who has passed 2nd prof. B.A.M.S examination shall be eligible to join the final year B.A.M.S course. However, a candidate who fails in the 2nd Year examination may be allowed to attend the next higher class i.e. the final prof. B.A.M.S course, but will not be allowed to appear in the examination of the final year B.A.M.S. Till he passes in all the subjects of 2nd year B.A.M.S. examination.
- 6.5 A candidate who fails in the Annual Examination but has obtained at least 50% marks in any (written & practical) separately at the examination shall be exempted from reappearing in the subject (s). This is, however, subject to provisions of Clauses 10.1 & 10.2 above.
- 6.6 All the students shall appear at the Sessional examination. At least two Sessional examination shall be conducted in each subject in each academic year. Normally there should be no arrangements for holding supplementary examination after the Sessional examinations are over, except in cases where the genuineness of absentee is justified.
- 6.7 Every candidate on passing the Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) course of studies shall be required to undergo compulsory internship training

for a period of one year as under before the degree of Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) is conferred upon her.

Kayachikitsa	2 months
Panchkarma	15 days
Shalya	1 month
Shalakya	1 month
Kaumarbhritya	15 days
Prasuti Tantra & Stri Roga	1 month
Community Health & Family Planning	6 months

NOTE: Internship will start after the declaration of final year B.A.M.S examination result and Registration of State Medicine Council.

#### 7. General:

- 7.1 Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of academic year & nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance & the amended Ordinance, if any shall apply to all the students, whether old or new.
8. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

**भाग ४ ( ग )****प्रारूप नियम****श्रम विभाग**

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 4 मार्च 2014

क्रमांक एफ4 (ई)/01/2001/1-16 मध्यप्रदेश औद्योगिक नियोजन (स्थाई आदेश) नियम 1963 में उस संशोधन का, जिसे राज्य सरकार, मध्यप्रदेश औद्योगिक नियोजन (स्थाई आदेश) अधिनियम 1961 (क्रमांक 26 वर्ष 1961) की धारा 21 की उपधारा (1) द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए, करना प्रस्तावित करती है, निम्नलिखित प्रारूप, उक्त अधिनियम की धारा 21 की उपधारा (3) द्वारा अपेक्षित किये गये अनुसार ऐसे समस्त व्यक्तियों की, जिनके कि उससे प्रभावित होने की संभावना है, जानकारी के लिये प्रकाशित किया जाता है और एतद् द्वारा यह सूचना दी जाती है कि संशोधन के उक्त प्रारूप पर "मध्यप्रदेश राजपत्र" में इस सूचना के प्रकाशन के 30 दिन के पश्चात विचार किया जायेगा।

किसी भी ऐसी आपत्ति या सुझाव पर जो उक्त प्रारूप के संबंध में किसी व्यक्ति से उपर विनिर्दिष्ट कालावधि का अवसान होने के पूर्व प्राप्त हो, राज्य सरकार द्वारा विचार किया जायेगा:-

**प्रारूप संशोधन**

उक्त नियमों में, उपाबंध में, अनुक्रमांक 14-ए में शब्द "58 वर्ष की आयु प्राप्त करने के दिनांक को कोई कर्मचारी नियोजक की सेवा में से सेवानिवृत्त हो जाएगा। 58 वर्ष की आयु प्राप्त कर लेने के दिनांक के पश्चात भी नियोजक द्वारा वह सेवा में रखा जा सकेगा यदि उपक्रम के हित में उसकी सेवाएँ आवश्यक हों," के स्थान पर शब्द — "60 वर्ष की आयु प्राप्त करने की दिनांक को कोई कर्मचारी नियोजक की सेवा में से सेवा निवृत्त हो जाएगा," प्रतिस्थापित किया जाता है। तथा प्रथम "परंतु" में शब्द — "परंतु यदि सेवा निवृत्ति की आयु 58 वर्ष से कम न हो" के स्थान पर शब्द — "परंतु यदि सेवा निवृत्ति की आयु 60 वर्ष से कम न हो।" प्रतिस्थापित किया जाता है।

No. F4(E)/01/2001/1-16 The following draft of amendment in the Madhya Pradesh Industrial Employment (Standing Orders) Rules, 1963, which the State Government proposes to make in exercise of the powers conferred by sub-section (1) of Section 21 of the Madhya Pradesh Industrial Employment (Standing Orders) Act, 1961 (No. 26 of 1961) is hereby published as required by sub-section (3) of section 21 of the said Act, for information of all persons likely to be affected thereby and notice is hereby given that the said draft of amendment will be taken into consideration after 30 days of the publication of this notice in the "Madhya Pradesh Gazette".

Any objection or suggestion which may be received from any person with respect to the said draft, before the expiry of period specified above will be taken into consideration by the State Government.

### Draft Amendment

In the said rules, in the Annexure, in serial number 14-A, the words "An employee shall retire from the service of the employer on the date he attains the age of 58 years. He may, however, be retained in service by the employer after the date of attaining the age of 58 years if his services are necessary in the interest of the undertaking," shall be replaced by the words **"An employee shall retire from the service of the employer on the date he attains the age of 60 years, and in the first proviso the words " if the age of retirement is not less than 58 years" shall be replaced by the words " if the age of retirement is not less than 60 years"**

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,  
डॉ. श्रीनिवास शर्मा, उपसचिव.

## भोपाल, दिनांक 4 मार्च 2014

क्र. 4(बी)1-2014-ए-सोलह.—न्यूनतम मजदूरी अधिनियम, 1948 (कमांक 11 सन् 1948) की धारा 3 की उपधारा (1) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए तथा इस विभाग की अधिसूचना कमांक एफ-4(सी) 1-08-16 दिनांक 30 अप्रैल, 2008 को अतिष्ठित करते हुये राज्य शासन द्वारा अधोलिखित नियोजनों में न्यूनतम मजदूरी दरों को पुनरीक्षित करने का प्रस्ताव अधिनियम की धारा 5 की उपधारा (1) के खण्ड (ख) द्वारा अपेक्षित किये गये अनुसार ऐसे समस्त व्यक्तियों की, जिनके कि उससे प्रभावित होने की संभावना है, जानकारी के लिये प्रकाशित किया जाता है और एतद्वारा यह सूचना दी जाती है कि उक्त प्रारूप प्रस्ताव पर "मध्यप्रदेश राजपत्र" में इस सूचना के प्रकाशित होने की तारीख से दो मास का अवसान होने पर विचार किया जाएगा।

ऐसी किसी आपत्ति या सुझाव पर, जो किसी व्यक्ति से उक्त प्रारूप प्रस्ताव के संबंध में विनिर्दिष्ट कालावधि के अवसान होने के पूर्व प्राप्त हो, राज्य सरकार द्वारा विचार किया जाएगा।

## प्रारूप-प्रस्ताव

राज्य सरकार, नीचे विनिर्दिष्ट किये गये अनुसार कॉलम (2) में उल्लिखित अनुसूचित नियोजनों के संबंध में कालम (3) में विनिर्दिष्ट श्रेणी हेतु कॉलम (4) में उल्लिखित पुनरीक्षित न्यूनतम मजदूरी तथा कॉलम (5) में उल्लेख अनुसार परिवर्तनशील मंहगाई भत्ते की दरें प्रस्तावित करती है:-

## अनुसूची

क.	नियोजन का नाम	कर्मचारियों का वर्ग/श्रेणी	मजदूरी की न्यूनतम दरें		परिवर्तनशील मंहगाई भत्ते की दरें
			प्रतिमाह	प्रतिदिन	
1	2	3	4	5	
1	किसी कपास जिनिंग एवं प्रेसिंग कारखाने में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे एकाउंटेंट, केशियर, गोडाउन कीपर आदि श्रेणी दो जैसे टायपिस्ट, क्लर्क आदि उच्च कुशल जैसे- कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोटाइपिस्ट आदि। कुशल जैसे- फीटर, बायलर, अटेंडेंट, टर्नर, मोल्डर, इंजिन ड्राईवर, आदि अर्धकुशल जैसे- ब्लेकस्मीथ, कारपेंटर, फायरमेन, कोबलर, वाल्वमेन, हाफप्रेसमेन आदि अकुशल जैसे- रोलकटर, आईलमेन, चौकीदार, कुली, जिन मुकादम, जिन मुकादमी, कपास केरियर, डालेवाला, गनीबेग, फिलर, लिंट केरियर, काटनसीडस केरियर, बोंडेवाली कपास पीकर, स्वीपर, जिन फीडर आदि खण्ड दर पर लबाडिया (लेशर), तौलवाला, बेलसिवर (सीनेवाला), पालेवाला, पालेवाली डाबले, बोंदरी, फाडनेवाला, हसियन कटर (बारदान कटर)	8060.00 6682.00 9360.00 8060.00 6682.00 5564.00 40.96	310.00 257.00 360.00 310.00 257.00 214.00	समय-समय पर देय अनुसूची के नीचे दर्शाए अनुसार। -तदैव- -तदैव- -तदैव- -तदैव- -तदैव-

(1)	(2)	(3)	(4)	(5)	(6)
2	वन उपज में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— मुनीम, एकाउंटेंट, केशियर, गोडाउन कीपर आदि श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि उच्च कुशल कुशल अर्धकुशल अकुशल	8060.00 6682.00 9360.00 8060.00 6682.00 5564.00	310.00 257.00 360.00 310.00 257.00 214.00	समय—समय पर देय अनुसूची के नीचे दर्शाए अनुसार। .तदैव. .तदैव. .तदैव. .तदैव.
3.	मार्गों के निर्माण तथा अनुरक्षण या भवन निर्माण कार्य में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउंटेंट, केशियर, आदि  लिपिकीय वर्ग श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, जे.सी.बी मशीन ऑपरेटर, पोकलेन मशीन ऑपरेटर, केनमशीन ऑपरेटर, इंजीनियरिंग डिप्लोमाधारी, टेकनिकल डिप्लोमाधारी, एमटेक/एम.एस.सी डिग्री प्राप्त हाईड्रोइंजीनियरिंग, उप यंत्री एवं सहायक यंत्री, एवं इसके समकक्ष पद आदि कुशल जैसे मेसन, कारपेंटर, केबिनेट मेकर, वूडपालिशर, प्लंबर, बोरर, ब्लेकस्मिथ, टीनस्मिथ, वेल्डर, आदि अर्धकुशल जैसे— तारस्मैअर, पम्पअटेंडेंट, कारपेट ड्रेसर, व्हिलबरो, केरियर, हेमरमेन, सफेदीवाला, टाईल टर्नर आदि अकुशल जैसे— मजदूर, चौकीदार आदि	8060.00 6682.00 9360.00 8060.00 6682.00 5564.00	310.00 257.00 360.00 310.00 257.00 214.00	.तदैव. .तदैव. .तदैव. .तदैव. .तदैव. .तदैव.
4	किसी लोक मोटर परिवहन में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— मुख्य लिपिक, वरष्ठि अकाउंटेंट, स्टोरकीपर आदि श्रेणी दो जैसे— टाईपिस्ट, बिलमेन, यातायात कर्मचारीगण आदि उच्च कुशल जैसे— कम्प्यूटरऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, कुशल जैसे— चालक (भारीवाहन), यांत्रिक (मेकेनिक), बिजलीवाला (इलेक्ट्रिशियन), रंगलेपक (पेंटर), फिटर, टर्नर, ब्लेकस्मिथ, वेल्डर, मोल्डर, कारपेंटर, शेपर, व्हलकनायजर, ग्राइंडर, डीलर, फेममेकर, टीकर अपहोलस्टर, आदि	8060.00 6682.00 9360.00 8060.00	310.00 257.00 360.00 310.00	.तदैव. .तदैव. .तदैव. .तदैव.

(1)	(2)	(3)	(4)	(5)	(6)
		अर्धकुशल जैसे— असिस्टेंट मेकेनिक, असिस्टेंट हेमरमेन असिस्टेंट फिटर, असिस्टेंट टर्नर, असिस्टेंट ड्रीलर, असिस्टेंट ग्राइंडर, असिस्टेंट कारपेंटर, असिस्टेंट पेंटर असिस्टेंट टिकर, असिस्टेंट ब्लेकस्मिथ, असिस्टेंट मोल्डर, असिस्टेंट वेल्डर, असिस्टेंट बल्कनाईजर, असिस्टेंट इलेक्ट्रीशियन, असिस्टेंट शेपर, असिस्टेंट पेटरनमेकर, असिस्टेंट ग्रासर, असिस्टेंट आईलर, असिस्टेंट टायर फिटर, चालक (हल्केवाहन), परिचालक, जांच करने वाला, निरीक्षक आदि	6682.00	257.00	तदैव.
		अकुशल जैसे— हेल्पर, वाशर, वाहन की सफाई करने वाला, व्हीकल अटेंडेंट, पहरेदार, मजदूर, स्वीपर, चपरासी आदि	5564.00	214.00	तदैव.
5	किसी इंजिनियरिंग उद्योग में  नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउंटेंट, केशियर, स्टोर कीपर, आदि श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, क्रेनमशीन ऑपरेटर, इंजीनियरिंग डिप्लोमाधारी, टेक्निकल डिप्लोमाधारी, एवं इसके समकक्ष पद आदि कुशल जैसे— फीटर, टर्नर, मोल्डर, मेकेनिक, मशीन ऑपरेटर, आदि अर्धकुशल जैसे— सहायक फीटर, सहायक टर्नर, सहायक मोल्डर, सहायक वेल्डर सहायक मेकेनिक, सहायक मशीन ऑपरेटर आदि अकुशल जैसे— मजदूर, कुली, चौकीदार आदि	8060.00  6682.00 9360.00  8060.00 6682.00 5564.00	310.00  257.00 360.00  310.00 257.00 214.00	तदैव.  तदैव. तदैव.  तदैव. तदैव. तदैव.
6	सिचाई कार्यों के निर्माण तथा संधारण में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— मुनीम, अकाउंटेंट, केशियर, आदि श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि	8060.00 6682.00	310.00 257.00	तदैव. तदैव.



(1)	(2)	(3)	(4)	(5)	(6)
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, जे.सी.बी मशीन ऑपरेटर, पोकलेन मशीन ऑपरेटर, क्रेनमशीन आपरेटर, इंजीनियरिंग डिग्री एवं डिप्लोमाधारी, टेक्निकल डिग्री एवं डिप्लोमाधारी, एमटेक/एम.एस.सी डिग्री प्राप्त हाईड्रोइंजीनियरिंग, उप यंत्री एवं सहायक यंत्री एवं इसके समकक्ष पद कुशल जैसे— कारपेंटर, मेसिन, वुडपालिशर, टीनस्मीथ, ब्लेकस्मीथ, प्लंबर, शावल, डायक्लीन डोजर, स्केपर, ट्रैक्टर, डंपर कोअर, डीजल पंप आदि के आपरेटर, सीनीयर मेकेनिक, फिटर टर्नर, मोल्डर, इलेक्ट्रीशियन वायरमेन, बेलसिकर आदि अर्धकुशल जैसे— क्वैरीमेन, थ्रेसर, टारस्प्रेयर, व्हायटिंग, कलरिंग, मेसरी ड्राईवर, आदि अकुशल जैसे— मजदूर, स्वीपर, चौकीदार, भिश्ती, डार्करनर, आदि	9360.00 8060.00 6682.00 5564.00	360.00 310.00 257.00 214.00	तदैव. तदैव. तदैव. तदैव.
7	किसी केमिकल्स तथा फार्मास्युटि— कल्स में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— मुनीम, अकाउंटेंट, केशियर, गोडाउन कीपर, आदि श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्निकल डिप्लोमाधारी, केमिस्ट तथा लेबोरेटरी टेक्निशियन एवं इसके समकक्ष पद आदि कुशल जैसे— केमिस्ट तथा लेबोरेटरीज, टेक्नीशियन के सहा., असि.फीटर, मेकेनिक, वेल्डर, इलेक्ट्रीशियन, बायलर अटेंडेंट, वेथमिक्सर, प्लांट अटेंडेंट आदि अर्धकुशल जैसे— मशीनमेन, टेबलेटमशीन आपरेटर बोतल फीलर, केपसूल फिलर, पैकिंग तथा लेबलिंग के कार्य में लगे श्रमिक आदि अकुशल जैसे— प्यून, हेल्पर, वाचमेन, बाटल क्लीनर, स्वीपर, चौकीदार आदि।	8060.00 6682.00 9360.00 8060.00 6682.00 5564.00	310.00 257.00 360.00 310.00 257.00 214.00	तदैव. तदैव. तदैव. तदैव. तदैव. तदैव.
8	किसी आरा मिल में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउंटेंट, केशियर, गोडाउनकीपर आदि श्रेणी दो जैसे— बिलमेन, टाईपिस्ट, क्लर्क आदि	8060.00 6682.00	310.00 257.00	तदैव. तदैव.

(1)	(2)	(3)	(4)	(5)	(6)
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट आदि	9360.00	360.00	.तदैव.
		कुशल जैसे— मिस्त्री एवं अन्य कर्मचारी आदि	8060.00	310.00	.तदैव.
		अर्धकुशल जैसे— सहायक मिस्त्री एवं अन्य	6682.00	257.00	.तदैव.
		अकुशल जैसे— प्यून, चौकीदार आदि	5564.00	214.00	.तदैव.
9	किसी तेल मिल में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउंटेंट, केशियर, गोडाउन कीपर आदि	8060.00	310.00	.तदैव.
		श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि	6682.00	257.00	.तदैव.
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्निकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि	9360.00	360.00	.तदैव.
		कुशल जैसे— इंजिन ड्राईवर, फीटर, बायलर अटेंडेंट टर्नर, ब्लैकस्मिथ, मोल्डर, एवं वेल्डर, चार्जमेन, इलेक्ट्रीशियन, एक्सपेलर मास्टर, मेकेनिक, टाईमकीपर आदि	8060.00	310.00	.तदैव.
		अर्धकुशल जैसे— मुकादम असि.फीटर, आईलमेन, वायरमेन, पंप अटेंडेंट, एक्सपेलरमेन, फीटरमेन, मशीन अटेंडेंट आदि	6682.00	257.00	.तदैव.
		अकुशल जैसे— प्यून, चौकीदार आदि	5564.00	214.00	.तदैव.
10	किसी चावल मिल आटा मिल या दाल मिल में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउंटेंट, केशियर, गोडाउन कीपर आदि	8060.00	310.00	.तदैव.
		श्रेणी दो जैसे— टाईपिस्ट, क्लर्क, आदि	6682.00	257.00	.तदैव.
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्निकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि	9360.00	360.00	.तदैव.
		कुशल जैसे— इंजिन ड्राईवर फीटर, बायलर अटेंडेंट, थ्रेशरमेन या राईस मिस्त्री या रोलर मिस्त्री, इलेक्ट्रीशियन, मोटरमेन तथा आपरेटर मेकेनिक टाईम कीपर आदि	8060.00	310.00	.तदैव.
		अर्धकुशल जैसे— असि.फीटर आईलमेन, फायरमेन आदि	6682.00	257.00	.तदैव.
		अकुशल जैसे— प्यून, चौकीदार आदि	5564.00	214.00	.तदैव.

(1)	(2)	(3)	(4)	(5)	(6)
11	किसी मुरापोहा निर्माणी में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, गोडाउनकीपर आदि श्रेणी दो जैसे— बिलमेन, टाईपिस्ट, बिल कलेक्टर आदि उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्निकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि कुशल जैसे— मिस्त्री भट्टीवाला, पोहा बनाने वाला, मेकेनिक फीटर आदि अर्धकुशल जैसे— असि.फीटर,आईलमेन, फायरमेन आदि अकुशल जैसे— प्यून, चौकीदार आदि	8060.00 6682.00 9360.00 8060.00 6682.00 5564.00	310.00 257.00 360.00 310.00 257.00 214.00	.तदैव. .तदैव. .तदैव. .तदैव. .तदैव. .तदैव.
12	किसी खाद्य पदार्थ, जिसमें केक्स, बिस्किट्स, कन्फेक्शनरी, आईसक्रीम, आईसकैंडी सम्मिलित है एवं पेय के निर्माण में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, आदि श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि उच्च कुशल कुशल— अर्धकुशल अकुशल	8060.00 6682.00 9360.00 8060.00 6682.00 5564.00	310.00 257.00 360.00 310.00 257.00 214.00	.तदैव. .तदैव. .तदैव. .तदैव. .तदैव. .तदैव.
13	किसी पत्थर तोड़ने या पत्थर पीसने के कार्य में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, आदि श्रेणी दो जैसे— बिलमेन, टाईपिस्ट, क्लर्क आदि उच्च कुशल— कुशल— अर्धकुशल अकुशल	8060.00 6682.00 9360.00 8060.00 6682.00 5564.00	310.00 257.00 360.00 310.00 257.00 214.00	.तदैव. .तदैव. .तदैव. .तदैव. .तदैव. .तदैव.
14	किसी दुकान वाणिज्यिक संस्थान आवासीय होटल रेस्टोरेंट तथा नाट्यगृह में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, गोडाउन कीपर आदि श्रेणी दो जैसे— बिलमेन, टाईपिस्ट, क्लर्क, बिलकलेक्टर आदि	8060.00 6682.00	310.00 257.00	.तदैव. .तदैव.

(1)	(2)	(3)	(4)	(5)	(6)
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, टेक्निकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि	9360.00	360.00	.तदैव.
		कुशल जैसे— सुपरवाइजर, आपरेटर, पेंटर, कारपेंटर, मेकेनिक, मिस्त्री, फीटर, टर्नर, मोल्डर, बेल्डर, इलेक्ट्रीशियन, रसोईया, तन्दूरची, टी मास्टर, आर्डर मास्टर, कारीगर, मिठाई बनाने वाला कर्मचारी आदि	8060.00	310.00	.तदैव.
		अर्धकुशल जैसे— सहा.आपरेटर, रिवाइडर, बुकिंग क्लर्क, वायरमेन, सहायक मिस्त्री, सहायक मेकेनिक, सहायक फीटर, सहायक टर्नर, सहायक मोल्डर, सहायक रसोईया, पेंदिमेन, असि.वेल्डर, असि. इलेक्ट्रीशियन, असि.सेल्समेन मसालंघी आदि	6682.00	257.00	.तदैव.
		अकुशल जैसे— छपरासी, वेटर, सर्विसमेन, गेटकीपर, क्लीनर, स्वीपर, पेंटर, हेल्पर, वाचमेन, दालीबाय, पोस्टरमेन, व्हेन्डर आदि	5564.00	214.00	.तदैव.
15	किसी मुद्रणालय में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउंटेंट, केशियर, आदि	8060.00	310.00	.तदैव.
		श्रेणी दो जैसे— बिलमेन, टाईपिस्ट, क्लर्क, आदि	6682.00	257.00	.तदैव.
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, टेक्निकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि	9360.00	360.00	.तदैव.
		कुशल श्रेणी एक जैसे — फोटोलिथोग्राफर, लिथोआर्टिस्ट, नेगेटिव स्टीचर, लिथो आफसेट, प्लेटमेकर, लिथोप्रेसमेन, लिथोऑफसेट प्लेटमेकर, लिथोआफसेट कापी पेस्टर, लिथो आफसेट प्रिटर, तथा लेथ ब्लेड प्रिटर; लिथो आफसेट ट्रांसफर प्रिटर आदि	9310.00	358.00	समय समय पर देय अनुसूची के नीचे दर्शाये अनुसार
		कुशल श्रेणी दो जैसे— कैमरा आपरेटर, कमर्शियल आर्टिस्ट, ड्राफ्ट्समेन, हेडकम्प्यूटर, इलेक्ट्रीशियन, आफटीनएचर, ड्रायकलरेचर, लाइनोआपरेटर, लाइनोमेकेनिक, मेकेनिक मोनो टाईप की बोर्ड आपरेटर, मोनो टाईप मेकेनिक आपरेटर, रोटरी प्रेसमेन, सेक्शन होल्डर सीनियर रीडर आदि	9003.00	346.00	तदैव
		कुशल श्रेणी तीन जैसे— कंपोजिटर, टाइप कास्टर, ट्रांसफर प्रिटर, सिलेंडर प्रेसमेन, गिल्डर कारपेंटर, ट्रेडल प्रेसमेनएचर, गिलेटिंग आपरेटर, रिवाइडर स्टीचर मशीनमेन, कटर, बाईंडर, 'सीविंग मशीनमेन रूलिंग मशीनमेन वायर स्टीचर आदि	8060.00	310.00	.तदैव.

(1)	(2)	(3)	(4)	(5)	(6)
		अर्धकुशल श्रेणी एक जैसे लिथो आफसेट, फीटरमेन, असि. प्रेसमेन, वार्निशमेन, बेक्सीनर, बाक्सिंग मशीनमेन, असि.प्लेटमेकर, असि. ट्रांसफर प्रिटर, असि. लिथो आटिस्ट, टचर प्लेट, ग्रेनर, स्टोन पालिशर, असि.कापी पेस्टर, असि. कटर, असि. रोटा प्रिंटिंग आदि	8060.00	310.00	.तदैव.
		अर्धकुशल श्रेणी दो जैसे स्टेडिंग फार्म कीपर, ट्रेसर, फोल्डिंग मशीनमेन, जूनियर रीडर, बाक्स पंचर, हैंड बाक्स या इन्वहलप मेकर, डिस्ट्रीब्यूटर, असि.कमरा आपरेटर, असि.एचर, लेटर प्रेस फिटर, काउंटर चेकर, नंबर या पेजींगमेन, चेकर, प्रुफ कलर, या गेली प्रेसमेन, टाईप प्रेसर, रोलर मेकर या कास्टर, इंक ग्राइंडर, परफोरेटर, लेबर पंजर, रूलिंग फीडर, विमिंगमेन, ड्राईवर, डार्करूम असि, फाउंड्री, असि. ग्राइंडिंग आपरेटर, जूनियर कम्पोजिटर, जूनि. बाईंडर जूनि0 मशीनमेन, लाइनोबारमेन, रिटेल सप्लायर, फिडर स्टीरियो, टाईपर, टाईप स्टोरकीपर आदि	6682.00	257.00	.तदैव.
		अकुशल श्रेणी जैसे रोटरी बिलर, हैंड फोल्डर, असि. कारपेंटर, बालर, हेल्पर बाईडिंग बाय, ड्राईवर, मजदूर आविजलरी, गेली प्रूफ प्रेस मेन, बायलर अटेंडेंट, इश्यूचेकर, इंकर, मेटर कास्टर, पेपर सप्लायर, कास्टिंग बाय, रोलर कास्टर, चौकीदार, प्यून माली, लिथो साधारण आफसेट तथा रोट्टा प्रिंटिंग प्रेस में कार्य करने वाला कर्मचारी आदि	5564.00	214.00	समय समय पर देय अनुसूची के नीचे दर्शाये अनुसार
16	किसी सीमेंट पोल अथवा सीमेंट से निर्मित उत्पादन में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, गोडाउन कीपर आदि श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि	8060.00	310.00	.तदैव.
		उच्च कुशल	6682.00	257.00	.तदैव.
		कुशल—	9360.00	360.00	.तदैव.
		अर्धकुशल	8060.00	310.00	.तदैव.
		अकुशल	6682.00	257.00	.तदैव.
			5564.00	214.00	.तदैव.
17	किसी प्लास्टिक उद्योग में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउटेंट, केशियर, गोडाउन कीपर आदि श्रेणी दो जैसे— टाईपिस्ट, क्लर्क आदि	8060.00	310.00	.तदैव.
		उच्च कुशल	6682.00	257.00	.तदैव.
		कुशल—	9360.00	360.00	.तदैव.
		अर्धकुशल	8060.00	310.00	.तदैव.
		अकुशल	6682.00	257.00	.तदैव.
			5564.00	214.00	.तदैव.



(1)	(2)	(3)	(4)	(5)	(6)
		2-सिंथेटिक यार्न लूम पर दो से चार सांचो के कार्य के लिये	8883.00	342.00	तदैव.
		3-स्वचलित (आटोमेटिक) लूम पर 6 सांचो के लिये	9305.00	358.00	तदैव.
		4-स्वचलित लूम पर 8 सांचो के लिये दो :-	9522.00	366.00	तदैव.
		1-जाबर (मुकादम) काटन यार्न लूम के लिये	9237.00	355.00	तदैव.
		2-सिंथेटिक यार्न लूम के लिये तीन :-	9533.00	367.00	तदैव.
		साईजर			
		1-फ्रंट साईजर	8060.00	310.00	तदैव.
		2-बैक सायजर	6682.00	257.00	तदैव.
		चार :-			
		1-वार्पर	6682.00	257.00	तदैव.
		2-ट्रेड इलेक्ट्रिशियन, बायलर अटेंडेंट, डिजाईनर, साईजिंग मास्टर	8883.00	342.00	तदैव.
		लिपिकीय वर्ग श्रेणी एक जैसे- अकाउंटेंट, केशियर, स्टोर कीपर आदि	8060.00	310.00	तदैव.
		श्रेणी दो जैसे-	6682.00	257.00	तदैव.
		टाईपिस्ट, क्लर्क बिलमेन आदि			
		उच्च कुशल जैसे-कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह	9360.00	360.00	तदैव.
		स्टेनोग्राफिस्ट,			
		कुशल जैसे-	8060.00	310.00	तदैव.
		मिस्त्री, फीटर, इलेक्ट्रीशियन आदि			
		अर्धकुशल जैसे-	6682.00	257.00	तदैव.
		सहायक मिस्त्री, सहायक फीटर, सहायक इलेक्ट्रीशियन, डंपिंगवाला, सिलाईवाला, आईलमेन, मशीनफोलर, स्टीपर, फेलर, हेडफोलर, काटा फोलर, गांठवाला, असि.जाबर आदि			
		अकुशल जैसे	5564.00	214.00	तदैव.
		मजदूर, चौकीदार, भृत्य, सफाईवाला, डेकोरेशन ;(महिलायें) फायरमेन, हेल्पर (बैंगर) छेडावाला सिलाई, ओपनिंग, डंपिंग आदि कार्य करने वाला			
22	किसी स्थानीय प्राधिकरण में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे- अकाउंटेंट, केशियर, हेड क्लर्क, सचिव, जनपद पंचायत ग्राम पंचायत श्रेणी दो जैसे-	8060.00	310.00	समय समय पर देय अनुसूची के नीचे दर्शाये अनुसार तदैव.
		टाईपिस्ट, सहसचिव, जनपद पंचायत ग्राम पंचायत लिपिक तथा अन्य आदि	6682.00	257.00	

(1)	(2)	(3)	(4)	(5)	(6)
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, जे.सी.बी मशीन ऑपरेटर, पोकलेन मशीन ऑपरेटर, केनमशीन आपरेटर, इंजीनियरिंग डिग्री एवं डिप्लोमाधारी, टेकनिकल डिग्री एवं डिप्लोमाधारी एवं इसके समकक्ष पद आदि	9360.00	360.00	तदैव..
		कुशल जैसे— पर्यवैक्षक, आर्युवैदिक वैद्य, शिक्षक बालवाडी या अशासकीय आपरेटर, वाटर वर्क, पंप ड्राईवर, प्लंबर, उपयंत्री बिजली मिस्त्री, टैक्टर ड्राईवर, एवं जीप ड्राईवर वाचनालय संयोजक तथा अन्य	8060.00	310.00	तदैव.
		अर्धकुशल जैसे— सहायक मिस्त्री, लाईनमेन, मोहरिर, सहायक बिजली मिस्त्री सहायक आपरेटर वाटर वर्क्स, तथा अन्य	6682.00	257.00	.तदैव.
		अकुशल जैसे — मजदूर, चौकीदार, भृत्य, चरवाहा ,कांजी हाउस, पंपअटेंडेंट, सफाई कर्मचारी, बालवाडी आया, लाईसेंस वेन्डर, ग्राम लक्ष्मी जमादार, मजदूर प्याउ पर पानी पिलाने वाला तथा अन्य	5564.00	214.00	.तदैव.
23	किसी कोसा उद्योग में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे— अकाउंटेंट, केशियर, गोडाउनकीपर आदि	8060.00	310.00	.तदैव.
		श्रेणी दो जैसे— टाईपिस्ट, क्लर्क बिलमेन आदि	6682.00	257.00	.तदैव.
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट एवं इसके समकक्ष पद आदि	9360.00	360.00	.तदैव.
		कुशल जैसे— वाहनचालक (भारी वाहन), मिस्त्री, फीटर, इलेक्ट्रीशियन आदि	8060.00	310.00	.तदैव.
		अर्धकुशल जैसे— सायजर, सहायक मिस्त्री, मशीनों पर कोसाफल से धागा निकालने तथा धागे को मशीनों से ट्विस्ट संबंधी कार्य में लगे मजदूर आदि	6682.00	257.00	.तदैव.
		अकुशल जैसे — चौकीदार, भृत्य, कोसाफल की गिनती करने वाला कोसाफल को छोटने वाला, कोसाफल को भांपदेने वाला, कोसाफल को सुखाने वाला, कोसाफली की नरसी काटना, कोसाफल को बोरी में भरने वाला बोरी की सिलाई करने वाला आदि	5564.00	214.00	.तदैव.
		1 कपडा बुनने वाला दैनिक दर पर (व्हीवर)	खंड दर रु.73.00 पैसे प्रतिदिन		



(1)	(2)	(3)	(4)	(5)	(6)
	(2) 1--टसर मलमल 6x6 ( 6 मीटर x 48 इंच)		रु. 13.78 पैसे प्रतिमीटर (अर्थात् 6 मीटर के लिये)		
	(2) टसर मलमल 6 x 8 (6 मीटर x 48 इंच)		रु. 22.59 पैसे प्रतिमीटर (अर्थात् 6 मीटर के लिये)		
	3--टसर मलमल 10x10 (6 मीटर x 48 इंच)		रु. 124.18 पैसे प्रतिमीटर (अर्थात् 6 मीटर के लिये)		
	अ--फेरी साडी प्लेन (6 मीटर x 48 इंच)		रु. 34.66 पैसे प्रतिमीटर		
	ब--फेरी साडी टी.डी. (6 मीटर x 48 इंच)		रु. 34.66 पैसे प्रतिमीटर		
	3--मलमल चेक (6 मीटर x 48 इंच)		रु. 13.76 पैसे प्र.मी.		
	4-- शर्टिंग		रु. 34.66 पैसे प्रतिमीटर		
	5-- 48 इंच टी.जी.एन. ( 25 मीटर से )		रु. 18.38 पैसे प्रतिमीटर		
	6-- 48 इंच टी.जी. (25 मीटर से)		रु. 18.59 पैसे प्रति मीटर		
	7-- (अ) टी.जी.झेड 48 इंच		रु. 22.98 पैसे प्रति मीटर		
	(ब) टी.जी. झेड 60 इंच ( 25 मीटर )		रु. 19.67 पैसे प्रति मीटर		
	(स) टी.जी. 60 इंच (25 मीटर से )		रु. 19.67 पैसे प्रति मीटर		
	(द) धीचा धागा बनाने बटवा धागा बनाने झेरी धागा बनाने के लिये		(अ) 45.28  (ब) 48.42  (स) 51.90		प्रतिदिन 6 कोसा फल से रीलींग कर 125 ग्राम धागा निकालने पर प्रतिदिन 8 कोसा फल से रीलींग कर 175 ग्राम धागा निकालने पर प्रतिदिन 10 कोसा फल से रीलींग कर 225 ग्राम धागा निकालने पर

(1) (2) (3) (4) (5) (6)

कोसा उद्योग में जहां कोसाफल प्रदाय करके श्रमिकों को कोसाफल से धागा निकालकर कपड़ा बुनने तक का संग्रहीत कार्य कराया जाता है, उसके लिये प्रचलित प्रकार के कोसा कपड़ों के लिये निम्नवत दरें निर्धारित की जाती है जिसमें निम्नलिखित के कोसा कपड़ों के निर्माण कार्य के लिये रीलिंग, साईजिंग, वारपिंग तथा वीविंग आदि कार्यों की संयुक्त मजदूरी निर्धारित की गई है तथा इसमें अवशिष्ट एवं रद्दी हुए कोसाफलों का मूल्य कम कर दिया है, निम्नलिखित किस्मों से किस्म क्रमांक 4,5,6,7 में उपरोक्त प्रक्रिया के अतिरिक्त किनारी और पल्लू की रंगाई की मजदूरी भी सम्मिलित है:-

	खंड दर
(1) टसर मलमल 6×6 (6 मीटर × 48 इंच) (कार्य में लगने वाले कोसाफलों की संख्या 400)	231.00
(2) टसर मलमल 8×8 (6 मीटर × 48 इंच ) (कार्य में लगने वाले कोसाफलों की संख्या 552)	277.06
(3) टसर मलमल 10×10 ( 6 मीटर × 48 इंच ) (कार्य में लगने वाले कोसाफलों की संख्या 650)	300.06
(4) टसर फेरसाडी प्लेन ( 6.40 मीटर × 48 इंच ) ( कार्य में लगने वाले कोसाफलों की संख्या 450 )	461.79
(5) टसर फेर साडी टी.डी. ( 6.40 मीटर × 48 इंच ) (कार्य में लगने वाले कोसाफलों की संख्या 425)	507.95
(6) टसर फेर साडी टी.डी. चेक (6.40 मीटर × 48 इंच ) (कार्य में लगने वाले कोसाफलों की संख्या 425)	530.98
(7) टसर फेर साडी टी.डी.बी..(2 बूटी) (6.40 मीटर × 48 इंच) (साधारण कार्य में लगने वाले कोसाफलों की संख्या 425) (विशेष प्रकार की बूटी संबंधी साड़ियों की मजदूरी की दरें इससे अधिक होगी जो की नियोजक एवं नियुक्तों द्वारा परस्पर सहमति के आधार पर निश्चित की जा सकेगी।)	646.33
(8)- टी.जी.48 इंच या टी.जी.एन.48 इंच ( 25 मीटर ) (कार्य में लगने वाले कोसाफलों की संख्या 900)	484.79



(1)	(2)	(3)	(4)	(5)	(6)
		अर्धकुशल जैसे— फीटर, हेल्पर, असि. इलेक्ट्रीशियन, किलनशाप श्रमिक, आपरेटर पंच एवं मेक्सयूलर, असि. मेकेनिक, किलन श्रमिक, असि. शेपरमेन, फिक्शन, प्रेस श्रमिक, गार्डनर, ब्लेजर पेनमिल, हेल्पर, पंच मिक्सर, बी एंड सी मिक्समेन, कास्टर किलन, किलन अनलोडर्स आदि	6682.00	257.00	.तदैव.
		अकुशल जैसे — चपरासी, माली, चौकीदार, श्रमिक (किलन), सेटर्स(किलन), श्रमिक (प्रोडक्शन), स्वीपर, कुली, हवालदार, क्लीनर आदि	5564.00	214.00	.तदैव.
26	किसी कंबल निर्माण कार्य में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे एकाउंटेंट, कैशियर, स्टोर कीपर आदि	8060.00	310.00	.तदैव.
		श्रेणी दो जैसे — क्लर्क, टाईपिस्ट आदि	6682.00	257.00	.तदैव.
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट एवं इसके समकक्ष पद आदि	9360.00	360.00	.तदैव.
		कुशल जैसे— उत्पादन सहायक, कताई इंचार्ज, मिस्त्री, इलेक्ट्रीशियन, बायलर अटेंडेंट, मशीनमेन आदि	8060.00	310.00	.तदैव.
		अर्धकुशल जैसे— फिनिशिंग कार्य में सहायक, कताई कर्मचारी उन कताई कार्य के लिये कतिने कटर, होजयरी, मशीन हेल्पर, होजयरी आदि	6682.00	257.00	.तदैव.
		अकुशल जैसे भृत्य, चौकीदार, स्वीपर कार्डिंग, लेफा आदि	5564.00	214.00	.तदैव.
		<u>प्रति नग कंबल मजदूरी की दर</u>			
		(1) बुनकर (व्हीवर )			
		1— कंबल दोरूखा	62.70		
		2— कंबल डायमंड	31.35		
		3— कंबल चेक	22.98		
		4— कंबल चौकडा	20.88		
		5— कंबल हास्पिटल	19.84		
		6— कंबल होमगार्ड	19.84		
		7— कंबल साधारण प्लेन	17.24		
		(2) वाइंडर			
		1. कांडी	3.81 पैसा		—तदैव—
			प्रति कंबल		
		2. गोट भराई	1.90 पैसा		—तदैव—
			प्रति कंबल		
		(3) कतिने			
		1— धागा कताई	प्रति अंक 4.50		—तदैव—
			तथा 1.23 अंक		
			कताई प्रति		
			हजार तार		
			मीटर		

(1)	(2)	(3)	(4)	(5)	(6)
27	किसी स्लेट पेंसिल निर्माण शाला में नियोजन	1-कटर्स 2-रोलर्स, पाईन्टर्स, मिस्त्री 3-पेकर, पट्टी, पेकरसिकर आदि 4-मुनीम, लेखाकार, क्लर्क आदि 5-मजदूर	9780.00 9147.00 6330.00 8060.00 5564.00	376.00 352.00 243.00 310.00 214.00	समय समय पर देय अनुसूची के नीचे दर्शाये अनुसार -तदैव- -तदैव- -तदैव- -तदैव-
28	किसी कत्था उद्योग में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे एकाउंटेंट, केशियर, गोडाउनकीपर आदि श्रेणी दो जैसे - क्लर्क, टाईपिस्ट आदि उच्च कुशल जैसे- कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, डिप्लोमा डिग्रीधारी मेकेनिकल इंजीनियर एवं इसके समकक्ष पद आदि कुशल जैसे- असि. सुपरवाइजर, आर्ट सुपरवाइजर, सिनीयर गार्ड, बायलर अटेंडेंट, फायरमेन, कारपेंटर, आपरेटर, वेटपेन आपरेटर, चीपर, मेकेनिक कम आपरेटर, बेंडर्स मेकेनिक कम आपरेटर, कंप्रेसर्स, आपरेटर, वेल्डर, कारपेंटर, इलेक्ट्रीशियन, फीटर, मशीन आपरेटर पेन्डस मेकेनिक कम आपरेटर, टाईम कीपर, फील्डर इंचार्ज आपरेटर आदि अर्धकुशल जैसे- असि. पेनआपरेटर, असि. बेंडसा आपरेटर, असि. वेल्डर, असि. कारपेंटर, चीपर, मेकेनिक कम हेल्पर, बेंडसा मेकेनिक कम हेल्पर, फीटर सहायक वेल्डर, सहायक शार्टर आदि अकुशल जैसे मजदूर, कुली, चौकीदार, भृत्य आदि खंड दर पर कार्य 1. बड़ा बाक्स पैकिंग 2. छोटा बाक्स पैकिंग	8850.00 6682.00 9360.00 8060.00 6682.00 5564.00	310.00 257.00 360.00 310.00 257.00 214.00	-तदैव- -तदैव- -तदैव- -तदैव- -तदैव- -तदैव- 8.35 प्रति बाक्स 6.60 प्रति बाक्स
29	किसी रामरज या गेरू के निर्माण में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे एकाउंटेंट, केशियर, मुनीम, गोडाउन कीपर आदि श्रेणी दो जैसे - क्लर्क, टाईपिस्ट आदि उच्च कुशल जैसे- कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट एवं इसके समकक्ष पद आदि कुशल जैसे- मशीनमेन, फीटर, इलेक्ट्रीशियन, सुपरवाइजर, आदि	8060.00 6682.00 9360.00 8060.00	310.00 257.00 360.00 310.00	समय समय पर देय अनुसूची के नीचे दर्शाये अनुसार -तदैव- -तदैव- -तदैव-

(1)	(2)	(3)	(4)	(5)	(6)
		अर्धकुशल जैसे - मेट, मुंशी, सहायक मशीनमेन, आदि	6682.00	257.00	-तदैव-
		अकुशल जैसे - मजदूर, कुली, चौकीदार, भृत्य एवं बोरी भराई छनाई धुलाई वेंगन लदाई खाली कराई के काम में लगे श्रमिक	5564.00	214.00	-तदैव-
30	किसी हाथकरघा उद्योग में नियोजन	पर्यवेक्षकीय वर्ग तथा लिपिकीय वर्ग श्रेणी एक जैसे - सवेतनिक सचिव, तकनीकी तथा अन्य पर्यवेक्षकीय कार्य करने वाला व्यक्ति सूत वितरित, अकाउंटेंट, केशियर, गोडाउन कीपर आदि	8060.00	310.00	-तदैव-
		श्रेणी दो क्लर्क, टाईपिस्ट, बिलमेन आदि	6682.00	257.00	-तदैव-
		उच्च कुशल जैसे- कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट एवं इसके समकक्ष पद आदि	9360.00	360.00	-तदैव-
		कुशल जैसे - मिस्त्री, फीटर, इलेक्ट्रीशियन, वाहन चालक, चरखा चालक, मास्टर; (कारीगर) जेकार्ड बुनकर, बुनकर, फेम लूम मास्टर, वार्पर मास्टर, प्रिंटिंग सहायक आदि	8060.00	310.00	-तदैव-
		अर्धकुशल जैसे - सहायक मिस्त्री, सहायक फीटर, सहायक इलेक्ट्रीशियन, बिक्री सहायक सूत स्टॉक इंचार्ज आदि	6682.00	257.00	-तदैव-
		अकुशल जैसे- मजदूर, चौकीदार, भृत्य, सफाईवाला चादर में गोटा लगाने वाला आदि	5564.00	214.00	-तदैव-
31	किसी बोन मिल में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे - मुनीम, एकाउंटेंट, केशियर, स्टोर कीपर आदि	8060.00	310.00	-तदैव-
		श्रेणी दो जैसे - क्लर्क, टाईपिस्ट आदि	6682.00	257.00	-तदैव-
		उच्च कुशल जैसे- कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, इजीनियरिंग डिप्लोमाधारी, टेक्निकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि	9360.00	360.00	-तदैव-
		कुशल जैसे - फीटर, मिस्त्री, बोनकशर आदि	8060.00	310.00	-तदैव-
		अर्धकुशल जैसे - मशीनमेन, मशीनआपरेटर आदि	6682.00	257.00	-तदैव-
		अकुशल जैसे मजदूर, हम्माल, रेजा, हड़डी ढोने तथा साफ करने वाला, हेल्पर चौकीदार, चपरासी, स्वीपर, क्लीनर आदि	5564.00	214.00	-तदैव-
32	किसी टाईल्स जिसमें मेंगलोर टाईल्स अलाहाबाद टाईल्स तथा अन्य	लिपिकीय वर्ग श्रेणी एक जैसे एकाउंटेंट, केशियर, स्टोर कीपर आदि	8060.00	310.00	-तदैव-
		श्रेणी दो जैसे - क्लर्क, टाईपिस्ट आदि	6682.00	257.00	-तदैव-

(1)	(2)	(3)	(4)	(5)	(6)
	स्थानीय नाम से प्रचलित टाईल्स सम्मिलित है परंतु सीमेंट से निर्मित टाईल्स सम्मिलित नहीं है, के निर्माण में नियोजन	उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, इंजीनियरिंग डिप्लोमाधारी, टेक्निकल डिप्लोमाधारी एवं इसके समकक्ष पद आदि कुशल जैसे— प्रेसमेन, फोरमेन, डायमेन, लीवरमेन, मिस्त्री, इंजिन ड्राईवर आदि अर्धकुशल जैसे सुपरवाइजर, मिक्सरमेन, मिक्सरमेन, ग्राइंडर, मेन आदि अकुशल जैसे कुली, हेल्पर, मिट्टी ढोने भरने वाला, प्रेस का काम करने वाला, चौकीदार, चपरासी, स्वीपर आदि	9360.00  8060.00 6682.00 5564.00	360.00  310.00 257.00 214.00	—तदैव—  —तदैव— —तदैव— —तदैव—
33.	किसी विनिर्माणी प्रक्रिया जिसमें विनिर्माण प्रक्रिया जो कि कारखाना अधिनियम 1948 की धार 2(क) में परिभाषित की गई, चलाई जाती है जो अनुसूची में दी गई किसी अन्य प्रविष्टि के अंतर्गत नहीं आती है में नियोजन।	उच्च कुशल कुशल अर्धकुशल अकुशल	9360.00 8060.00 6682.00 5564.00	360.00 310.00 257.00 214.00	—तदैव— —तदैव— —तदैव— —तदैव—
34	किसी प्रायवेट अस्पताल जिसमें परामर्श केन्द्र तथा परीक्षण केन्द्र, विकृति विज्ञान (पेथालाजिकल प्रयागशाला) सम्मिलित है, में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे एकाउंटेंट, केशियर, स्टोर कीपर, गोडाउन कीपर, हेड क्लर्क (मुख्य लिपिक), मुनीम आदि लिपिकीय वर्ग श्रेणी दो जैसे क्लर्क ( लिपिक), टायपिस्ट आदि उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, 5 वर्ष के अनुभवी प्रशिक्षित कंपाउन्डर एवं प्रशिक्षित नर्स, लेबोरेटरी-टेक्नीशियन, कुशल जैसे रिसेप्शनिस्ट, स्टेनोग्राफर, टेलिफोन ऑपरेटर, लाण्ड्री अटेंडर, वाहन चालक (भारी वाहन), कुक, सिव्युरिटी सुपरवाइजर, दर्जी, रिकार्डकीपर, ओटीओमेकेनिक आदि।	8060.00 6682.00 9360.00 8060.00	310.00 257.00 360.00 310.00	नीचे दिये गये स्पष्टीकरण में दर्शायी गयी दरो पर परिवर्तशीलमहंगाई भत्ता देय है। —तदैव— —तदैव— —तदैव—

(1)	(2)	(3)	(4)	(5)	(6)
		अर्धकुशल, जैसे असिस्टेंट इलेक्ट्रीशियन, असिस्टेंट सुपरवाइजर, असिस्टेंट टेक्नीशियन डार्करूम असिस्टेंट, फार्मासी असिस्टेंट, एक्सरे असिस्टेंट, ईसीजी असिस्टेंट, असिस्टेंट कम्पाउण्डर, लिफ्टमेन, माली, धोबी, सहायक सिक्युरिटी सुपरवाइजर, आदि	6682.00	257.00	—तदैव—
		अकुशल जैसे आया, स्वीपर, वार्डबाय, सिक्युरिटी गार्ड, सुरक्षाकर्मी, चौकीदार, भृत्य, अप्रशिक्षित माली, वाचमैन, डाक रनर, हेल्पर, अटेण्डर, अटेण्डेंट, वार्ड सप्लायर, मजदूर, सफाईकामगार आदि।	5564.00	214.00	—तदैव—
35	किसी प्रायवेट शैक्षणिक संस्थाओं, जिसमें कोचिंग केन्द्र भी सम्मिलित है, में नियोजन	लिपिकीय वर्ग श्रेणी एक जैसे व्यवस्थापक, एकाउंटेंट, केशियर, स्टोरकीपर, गोडाउन- कीपर, हेड क्लर्क (मुख्य लिपिक), आदि	8060.00	310.00	—तदैव—
		लिपिकीय वर्ग श्रेणी दो जैसे टाइपिस्ट, क्लर्क (लिपिक)	6682.00	257.00	—तदैव—
		उच्च कुशल जैसे— कम्प्यूटर ऑपरेटर, स्टेनोग्राफर, कम्प्यूटर ऑपरेटर सह स्टेनोग्राफिस्ट, कुशल जैसे लायब्रेरियन (ग्रन्थपाल), इलेक्ट्रीशियन, वाहन चालक(भारी वाहन), छात्रावास प्रभारी (वार्डन), रिसेप्शनिस्ट सिक्कुरिटी सुपरवाइजर, दर्जी आदि।	9360.00	360.00	—तदैव—
		अर्धकुशल, जैसे सहायक इलेक्ट्रीशियन, सहायक लाईब्रेरियन सहायक सिक्कुरिटी सुपरवाइजर आदि।	6682.00	257.00	—तदैव—
		अकुशल जैसे स्वीपर, चौकीदार, भृत्य, वाचमैन, डाक रनर, अप्रशिक्षित-माली, सिक्कुरिटी गार्ड, सुरक्षाकर्मी, आया, सफाई कामगार, मजदूर आदि।	5564.00	214.00	—तदैव—

#### परिवर्तनशील महंगाई भत्ता की गणना हेतु टीपः—

उपरोक्त अनुसूची के स्तंभ 4 में दर्शाई वेतन दरों पर लेबर ब्यूरो शिमला द्वारा निर्मित औद्योगिक श्रमिकों के लिये अखिल भारतीय उपभोक्ता मूल्य सूचकांक 226 (2001=100) जनवरी, 2013 से जून, 2013 के आधार आंकड़ों के औसत पर आधारित है। 226 सूचकांक पर प्रति 6 माह में जो औसत वृद्धि होगी उसी अनुपात में अनुसूची के स्तंभ 4 में दर्शाई गई वेतन दरों में वृद्धि दिनांक 1 अप्रैल अथवा 1 अक्टूबर जैसी भी स्थिति हो, प्रतिबिन्दु प्रतिमाह रुपये 25/-के हिसाब से की जावेगी और स्तंभ 4 में दी गई दरों में हुई यह वृद्धि स्तंभ 5 के लिये परिवर्तनशील महंगाई भत्ता मानी जावेगी। एक अप्रैल से देय परिवर्तनशील महंगाई भत्ते में वृद्धि की गणना गत जुलाई से दिसम्बर तक 6 माह के औसत सूचकांक के आधार पर की जावेगी, इसी प्रकार एक अक्टूबर से देय परिवर्तनशील महंगाई भत्ते में वृद्धि की गणना गत जनवरी से जून तक के छः माह के औसत सूचकांक के आधार पर की जावेगी। परिवर्तनशील महंगाई भत्ते में वृद्धि की घोषणा अधिनियम के अन्तर्गत सक्षम प्राधिकारी द्वारा समय-समय पर की जावेगी।



### स्पष्टीकरण

1. इस अधिसूचना द्वारा जो मासिक वेतन निर्धारित किया गया है, वह कैलेंडर मास की समाप्ति पर देय होगा। यदि किसी कर्मचारी ने अधिनियम एवं उसके अंतर्गत बनाये गये नियम के अनुसार संबंधित कैलेंडर मास के समस्त अवकाश के दिनों का लाभ उठाया हो और यदि किसी सन्दर्भ में एक दिन का वेतन संगणित करना हो तो उपरोक्तानुसार निर्धारित मासिक वेतन को 26 से भाग देकर संगणित किया जाएगा।

2. अकुशल, अर्द्धकुशल, कुशल तथा उच्च कुशल कर्मचारी की सामान्य परिभाषा निम्नानुसार है :-

“अकुशल कर्मचारी” वह है, जो ऐसे सरल कार्य करता है जिसमें स्वतंत्र निर्णय या पूर्व अनुभव की बहुत कम या बिल्कुल आवश्यकता नहीं पड़ती। यद्यपि व्यावसायिक परिस्थितियों से परिचित होना आवश्यक है। इस प्रकार शारीरिक श्रम के अलावा उसे विभिन्न वस्तुओं तथा माल व सेवाओं से परिचित होना अपेक्षित है।

“अर्द्धकुशल कर्मचारी” वह है, जो सामान्यतः रोजमर्रा का एक निश्चित स्वरूप का कार्य करता हो, जिसमें कि उसके अधिक निर्णय, बुद्धि, कुशलता तथा निपुणता की अपेक्षा न की जाती हो किन्तु उसमें सापेक्षित रूप से ऐसे छोटे काम जो उसे सौंपे जाए, उचित रूप से करने की अपेक्षा की जाती हो और उसमें महत्वपूर्ण निर्णय दूसरे व्यक्तियों द्वारा लिये जाते हों, इस प्रकार उसका कार्य रोजमर्रा के एक जैसे समान कार्य करने तक ही सीमित है।

“कुशल कर्मचारी” वह है, जो दक्षतापूर्वक कार्य कर सके, काफी स्वतंत्रता से निर्णय, बुद्धि का प्रयोग कर सके तथा जिम्मेदारी से अपने कर्तव्य का निर्वहन कर सके। उसे उस व्यवसाय, शिल्प या उद्योग का जिसमें वह नियोजित किया गया हो, पूर्ण एवं विस्तृत ज्ञान होना अपेक्षित है।

“उच्च कुशल कर्मचारी” वह है, जो तकनीकी एवं विशिष्ट स्वरूप का कार्य करने में पूर्ण रूप से दक्ष हो। काफी स्वतंत्रता से निर्णय, बुद्धि का प्रयोग कर जिम्मेदारी से अपने कर्तव्य का पालन कर सके, एवं तकनीकी डिग्री या डिप्लोमा धारी हो। उसे उस व्यवसाय, तकनीकी शिल्प या उद्योग का जिसमें वह नियोजित किया गया हो, पूर्ण एवं विशिष्ट ज्ञान होना अपेक्षित है।

3. उक्त अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि प्रचलित वेतन की दरें न्यूनतम वेतन की पुनरीक्षित दरों से अधिक हैं, तो वह किसी भी दशा में कम नहीं की जायेगी।

4. किसी भी स्थापना या उपक्रम में प्रचलित वेतन दरें अधिसूचित मूल न्यूनतम वेतन दरों तथा देय परिवर्तनशील मंहगाई भत्ते के योग से अधिक होने पर यह समझा जावेगा कि स्थापना या उपक्रम द्वारा अधिसूचित मूल न्यूनतम वेतन दर तथा परिवर्तनशील मंहगाई भत्ते दिये जाने का पालन किया जा रहा है, यदि स्थापना या उपक्रम द्वारा देय न्यूनतम वेतन एवं परिवर्तनशील मंहगाई भत्ते का योग अधिसूचित न्यूनतम वेतन एवं परिवर्तनशील मंहगाई भत्ते के योग से कम है, तो श्रमिक अंतर की राशि के लिये पात्र होंगे।

5. उक्त अधिसूचित न्यूनतम मजदूरी दरों में न्यूनतम मजदूरी अधिनियम 1948 (कमांक 11 सन् 1948) की धारा 13 की उपधारा (1) के खण्ड (ख) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में पारिश्रमिक सम्मिलित है।

6. जहां कर्मचारी खण्डदर पर नियोजित हो वहां खण्डदर इस प्रकार निर्मित की जावे, जो आठ घंटे दैनिक एवं छह दिन कार्य करने तथा एक दिन सवैतनिक अवकाश देने पर निर्धारित न्यूनतम मजदूरी से कम न हो।

7. मजदूरी निर्धारण में पैसे तथा रुपये के गुणांकों को पूर्णांक करके दैनिक एवं मासिक मजदूरी निर्धारित की जाएगी। वित्त विभाग के परिपत्र कमांक एफ 9-7/2006/नियम/चार दिनांक 20 सितम्बर 2006 में पचास पैसे अथवा उससे अधिक पैसे हो तो, उन्हें अगले उच्चतर रुपये में पूर्णांकित किया जावेगा और पचास पैसे से कम राशि को छोड़ दिया जावेगा।

8. यदि एक से अधिक नियोजनों में एक ही स्वरूप का कार्य होता है तो कार्यरत कर्मचारियों को बेहतर दरें देय होंगी।

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

डॉ. श्रीनिवास शर्मा, उपसचिव.

भोपाल, दिनांक 4 मार्च 2014

क्र. एफ 4(बी)1-2014-ए-सोलह.—न्यूनतम मजदूरी अधिनियम, 1948 (क्रमांक 11 सन् 1948) की धारा 3 की उपधारा (1) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए तथा इस विभाग की अधिसूचना क्रमांक एफ-4(सी) 1-08-16 दिनांक 30 अप्रैल, 2008 को अतिष्ठित करते हुये राज्य शासन द्वारा कृषि नियोजन में न्यूनतम मजदूरी दरों को पुनरीक्षित करने का प्रस्ताव अधिनियम की धारा 5 की उपधारा (1) के खण्ड (ख) द्वारा अपेक्षित किये गये अनुसार ऐसे समस्त व्यक्तियों की, जिनके कि उससे प्रभावित होने की संभावना है, जानकारी के लिये प्रकाशित किया जाता है और एतद्वारा यह सूचना दी जाती है कि उक्त प्रारूप प्रस्ताव पर “मध्यप्रदेश राजपत्र” में इस सूचना के प्रकाशित होने की तारीख से दो मास का अवसान होने पर विचार किया जाएगा।

ऐसी किसी आपत्ति या सुझाव पर, जो किसी व्यक्ति से उक्त प्रारूप प्रस्ताव के संबंध में विनिर्दिष्ट कालावधि के अवसान होने के पूर्व प्राप्त हो, राज्य सरकार द्वारा विचार किया जाएगा।

#### प्रारूप-प्रस्ताव

राज्य सरकार, नीचे विनिर्दिष्ट कॉलम (1) में विनिर्दिष्ट श्रेणी हेतु कॉलम (2) में उल्लिखित पुनरीक्षित न्यूनतम मजदूरी तथा कॉलम (3) में उल्लेख अनुसार परिवर्तनशील मंहगाई भत्ते की दरें प्रस्तावित करती है:-

#### अनुसूची

नियोजन	न्यूनतम मजदूरी की पुनरीक्षित दरें	परिवर्तनशील मंहगाई भत्ता
(1)	प्रतिमाह प्रतिदिन	(3)
अकुशल श्रमिक	रु. 5002/-	रु. 167/-
		न्यूनतम मजदूरी की दरें तथा परिवर्तनशील मंहगाई भत्ता जो लेबर ब्यूरो शिमला द्वारा निर्मित अखिल भारतीय कृषि श्रमिक उपभोक्ता मूल्य सूचकांक 710 (1986-87=100) जनवरी से जून 2013 के आधार आंकड़ों के औसत के उपर प्रति 6 माह में हुई औसत वृद्धि के अनुपात में 1 अप्रैल तथा 1 अक्टूबर से प्रतिबिन्दु प्रतिमाह रुपये 6/- के मान से देय होगा। एक अप्रैल से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जुलाई से दिसंबर तक 6 माह के औसत सूचकांक के आधार पर की जावेगी। इसी प्रकार एक अक्टूबर से देय परिवर्तनशील मंहगाई भत्ते की गणना गत जनवरी से जून तक 6 माह के औसत सूचकांक के आधार पर की जावेगी, जिसकी घोषणा अधिनियम के अंतर्गत नियुक्त सक्षम प्राधिकारी द्वारा प्रकाशित की जावेगी।

स्पष्टीकरण —

1. मासिक मजदूरी पर नियुक्त किसी कर्मचारी का दैनिक वेतन 30 से भाग देकर संगणित किया जावेगा।
2. अधिसूचित न्यूनतम वेतन दरों का प्रवर्तन किसी भी कर्मचारी पर प्रतिकूल प्रभाव नहीं डालेगा, यदि विद्यमान मजदूरी की दरें न्यूनतम मजदूरी की पुनरीक्षित दर से अधिक हैं तो वह किसी भी दशा में कम नहीं की जावेगी।
3. इस अधिसूचना के अन्तर्गत वेतन दरें महिला एवं पुरुषों के लिए एक समान नियत हैं।
4. कृषि नियोजन के अतिरिक्त सभी नियोजनों के लिये निर्धारित की गई न्यूनतम मजदूरी की दरों में न्यूनतम मजदूरी अधिनियम, 1948 (क्रमांक 11 सन् 1948) की धारा 13 की उपधारा (1) के खण्ड (ख) के अधीन परिकल्पित किये अनुसार विश्राम दिवस के संबंध में पारिश्रमिक सम्मिलित है।
5. कृषि नियोजन में बाल श्रमिकों को जिन प्रक्रियाओं में प्रतिबंधित नहीं किया गया है, बाल श्रमिकों का नियोजन होने पर उन्हें अकुशल श्रमिक का इस अधिसूचना अनुसार देय मजदूरी का 70 प्रतिशत भुगतान किया जावेगा।

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,  
डॉ. श्रीनिवास शर्मा, उपसचिव.